

brother®

OWNER'S MANUAL

IntelliFAX 740M 780MC

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IMPORTANT NOTICE



This is to remind you that your new Fax unit includes a starter roll of our new Therma PLUS Fax paper.

- * feels like plain paper**
- * reduces print fading
(under normal filing conditions)**
- * easy to write on**
- * you can even use a highlighter**

Remember, it is your choice to either use Therma PLUS paper (Brother reorder #6890 or #6840) or to use standard Fax paper (Brother reorder #6865).

How to Use This Owner's Manual

Thank you for purchasing a Brother fax machine. This fax machine has been designed to be simple to use, but you can utilize it to its fullest potential by taking some time to read this owner's manual. You will be ready to use the fax machine as soon as you read the first four chapters. Then you can refer to topics in the remaining chapters, as needed.

Structure of the Manual

■ Chapters 1-4

How to set up the fax machine and what you need to know before you use it.

■ Chapters 5-7

Basic operations, how to send and receive faxes.

■ Chapters 8-11

Advanced operations.

Finding Information in the Owner's Manual

- Use the **table of contents**. This side of the manual is coded so you can find topics easily.
- If there is a **key on the fax machine** you are not familiar with, refer to **chapter 2**.
- To find out information about a function, refer to the "**Function Selection Chart**" in **chapter 3**.
- If you have **trouble**, refer to **chapter 12** on how to troubleshoot.
- Use the **chapter 14 index**.

Test Sheet Procedure

Please fill out the TEST SHEET and fax it to 1-908-469-4547 as your first transmission. This will verify that your fax machine is properly installed.

When this document is received at Brother Diagnostic Center, a confirmation sheet will be sent back to your machine from Brother Automatic Fax Back Response System. Be sure to set up your "Station ID". (See page 4-3.)

FAX NO. : 1-908-469-4547 (Fax Transmission Only)

TEL NO. : 1-800-284-4FAX (Voice Phone Only)

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F.Y.I. For Your Information

1. SETUP & PREPARATION BEFORE USE

Choosing a Suitable Place to Put Your Fax Machine

Use the following list as a guide to find a suitable place for your fax machine.

The Good Places...

Place your fax machine on a flat, stable surface, such as a desk.

Select a place that is free of vibration and shocks.

Locate it near a telephone jack and a standard, grounded power outlet.

And the Bad Places...

Avoid setting it up in a high-traffic area.

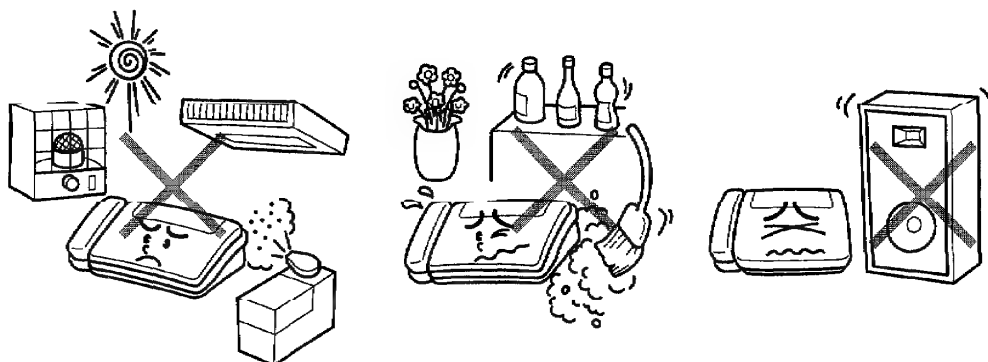
Avoid setting up the machine near heaters, air conditioners, water, chemicals, or refrigerators.

Do not select a place that exposes your fax machine to direct sunlight, excessive heat, moisture, or dust.

Do not connect your fax machine to electrical outlets controlled by wall switches or automatic timers. Disruption of power can wipe out information in the unit's memory.

Do not connect your fax machine to electrical outlets on the same circuit as large appliances or other equipment that might disturb the power supply.

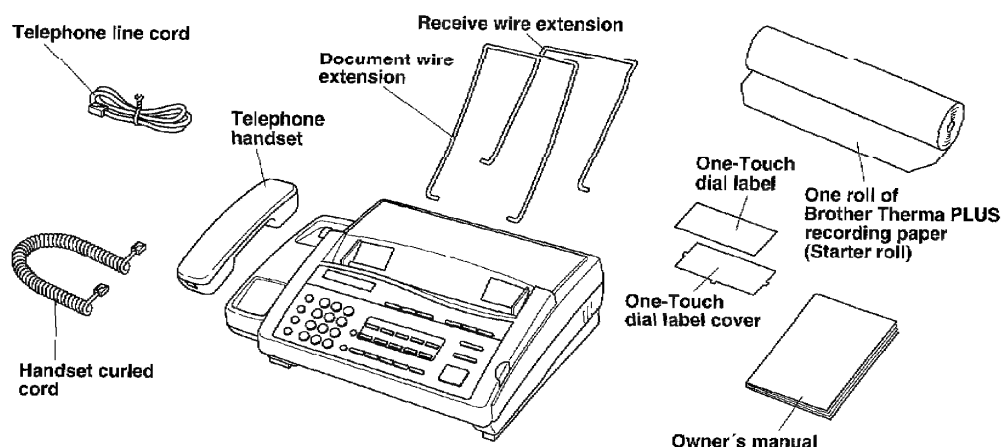
Avoid interference sources, such as speakers or the base units of cordless phones.



SETUP & PREPARATION BEFORE USE

Packing List

Please check to see that you have the following items:

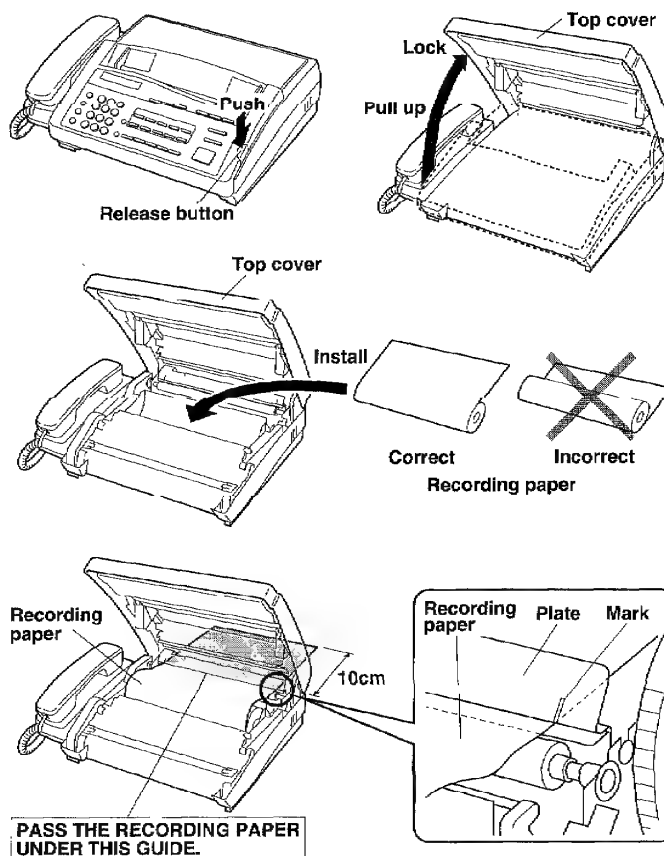


Setting up Your Fax Machine

Follow these steps to set up your fax machine:

1. Load the recording paper.

- 1) Push the release button to open the top cover.
- 2) Take the roll of recording paper out of the wrapper. If you are replacing a roll, you need to remove any remaining paper still in the machine.
- 3) Insert the recording paper into the paper bin, **with the paper coming off the top of the roll.**
- 4) Insert the edge of the paper into the slot which reads "PASS THE RECORDING PAPER UNDER THIS GUIDE." and pull the paper out about 10 cm (4 inches) from the back side. Adjust the recording paper so that it is between the marks.
- 5) Close the top cover and press firmly until you can hear the latches "click."



2. Connect the handset.

3. Connect the power cord.

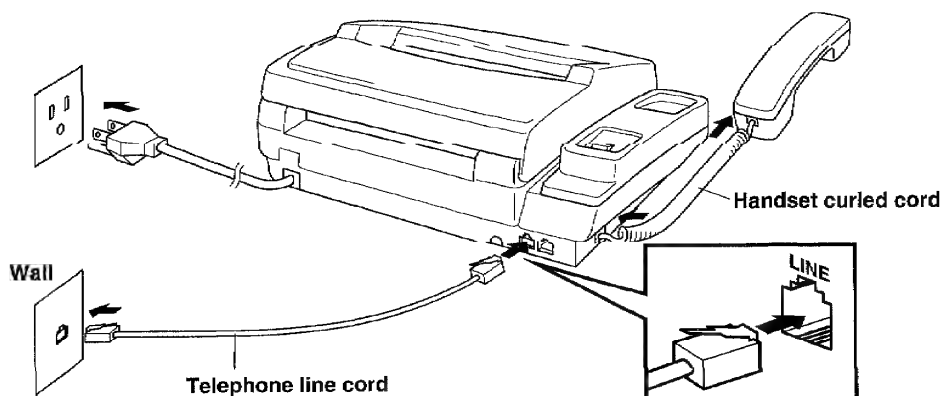
When you connect the power, your fax machine will automatically cut the fax paper, and the display will read: "01/01/1994 00:00".

NOTICE

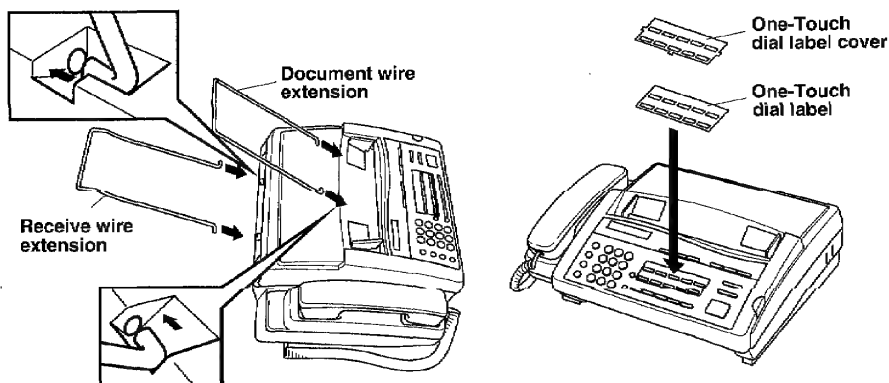
1. This fax machine must be grounded using a 3-prong plug.
2. Since the machine is grounded through the power outlet, you can protect yourself from potentially hazardous electrical conditions on the telephone network by keeping the power to your fax machine on before you connect it to a telephone line.

Similarly, you can protect yourself when you want to move your machine, by disconnecting the telephone line first, and then the power cord.

4. Connect the telephone line.



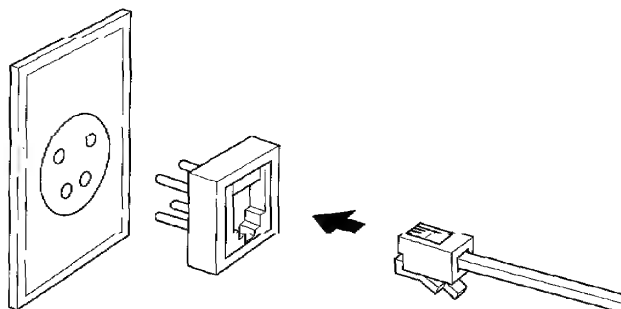
5. Attach the wire extensions and One-touch dial label.



FOR YOUR INFORMATION

Jacks

If you have the older 4-prong telephone wall jack, you must use a modular 4-prong adapter (USOC RJ41X). Plug the adapter into the wall jack and then plug the telephone line cord into the adapter, as shown in the illustration below.



Multi Line Connections (PBXs)

Most offices use a central telephone system. While it is often relatively simple to connect the machine to a key system or a PBX (private branch exchange), we suggest that you contact the company which installed your telephone system and ask them to connect the fax machine for you.

It is advisable to have a separate line for the fax machine. You can then leave the machine in AUTO Answer Mode to receive faxes at any time of the day or night.

If the fax machine is to be connected to a multi-line system, ask your installer to connect the unit to the last line on the system. This will prevent the unit from being activated each time a telephone call is received. But proper connection can not be made.

- As with all fax units this machine must be connected to a two wire system. If your line has more than two wires proper connection of the fax machine can not be made.

If you have call waiting, ring master, or any other custom calling feature on your telephone line, it may create a problem in operation of your fax unit.

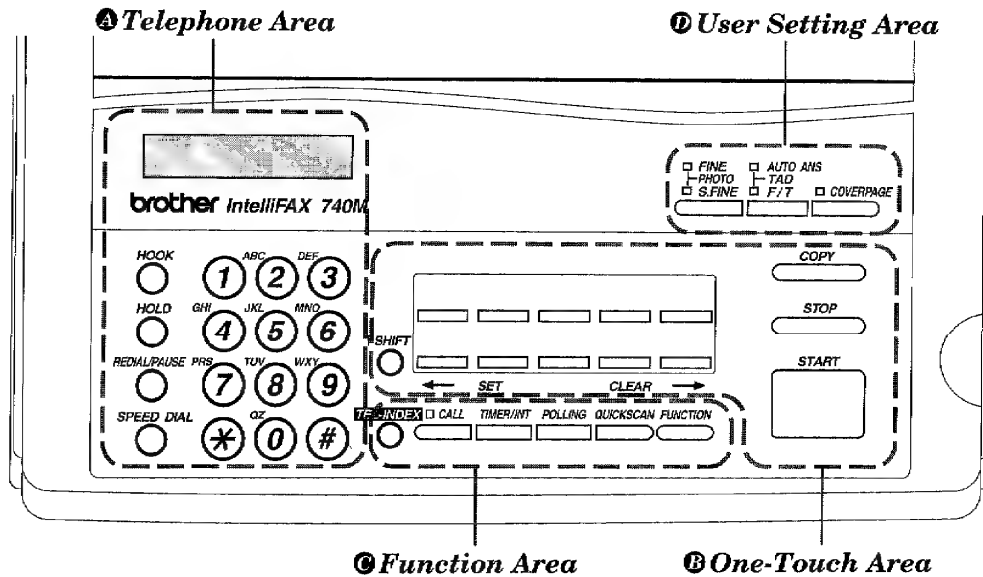
Connecting to a Private Branch Exchange

The following points should be kept in mind if you are installing the machine to work with a private branch exchange (PBX).

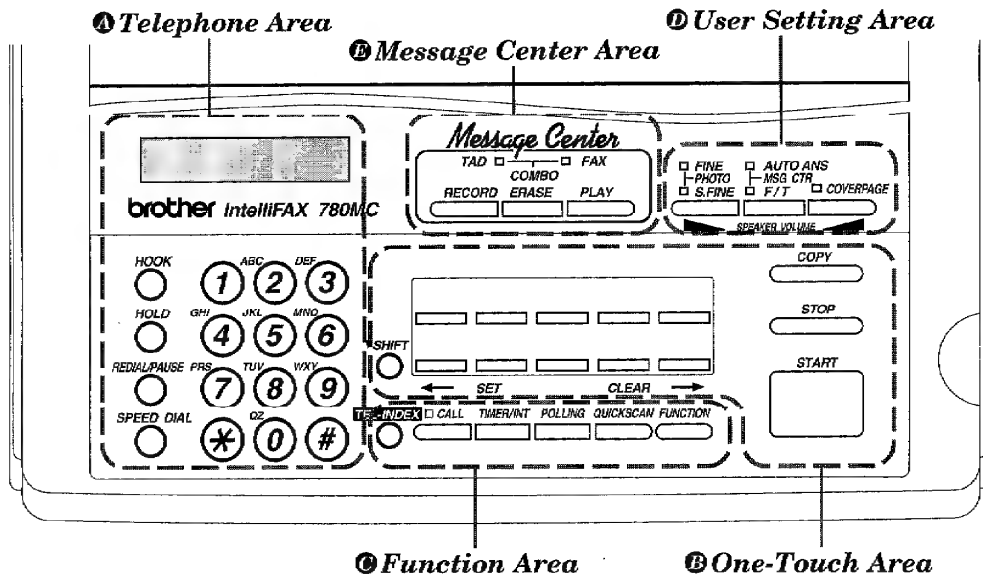
- 1) It is not guaranteed that the unit will operate correctly under all circumstances with PBXs. Any cases of difficulty should be reported first to the company that handles your PBX.
- 2) If all incoming calls will be answered by a switchboard operator, it is recommended that the Answer Mode be set to be MANUAL. (See page 7-2.) All incoming calls should initially be regarded as telephone calls.
- 3) The unit may be used with either the pulse or tone dialing telephone types.

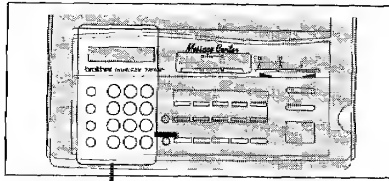
2. THE CONTROL PANEL KEYS

FAX-740M



FAX-780MC





④ TELEPHONE AREA

1. Liquid Crystal Display

The LCD displays messages that will help you set up and operate your fax machine. (On-Screen Programming) (See page 3-1.)

2. HOOK

This key lets you dial telephone and fax numbers without lifting the handset. (See page 5-1.)

3. HOLD

You can use this key to put a call on hold. (See page 5-1.)

4. REDIAL/PAUSE

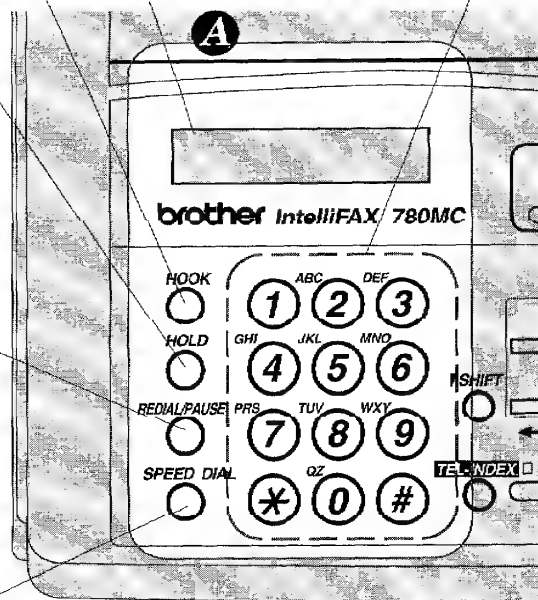
This key re-dials the last number called. (See page 6-5.) This key is also used to insert a pause in autodial numbers. (See page 4-5, 5-1.)

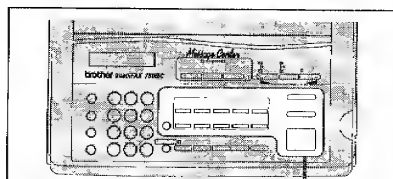
5. SPEED DIAL

This key lets you access previously stored speed dial phone numbers with a two digit number. (See page 4-6, 5-1.)

6. Number Keys

These twelve keys are used to dial phone and fax numbers (see page 5-1), and can also be used as an alphanumeric keyboard for entering information into the fax machine (see page 3-5).





ONE-TOUCH AREA

7. One-Touch Dial Keys

These ten keys give you instant access to previously stored phone numbers. (See page 4-4, 5-1.)

8. ← (Left Arrow)*

This key moves the LCD cursor to the left. It also allows you to back up one step when you are in function mode (see page 3-4) or Telephone Index.

9. SHIFT

This key is used to access the "11" through "20" One-Touch keys. (See page 4-4.)

10. SET*

This key is used for storing a function setting into the fax machine. (See page 3-4.)

11. CLEAR*

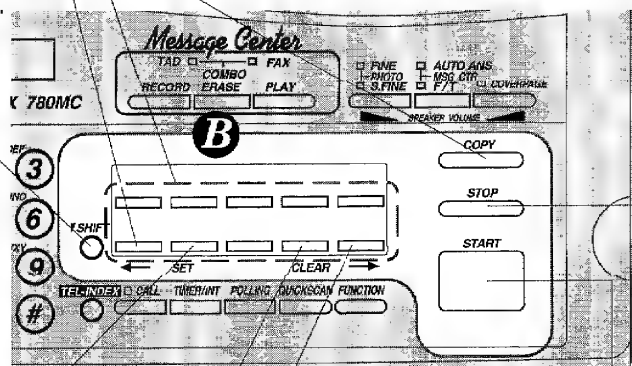
This key deletes entered data or backs up one step in a function mode procedure. (See page 3-4.)

13. COPY

Use this key to indicate your fax machine to make a copy. (See page 9-1.)

14. STOP

This key stops a fax, cancels an operation, or exits from function mode. (See page 3-4.)



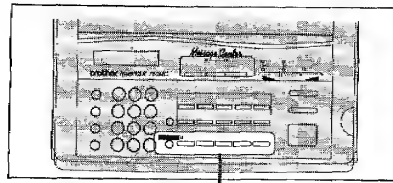
15. START

Use this key to start an operation, such as sending a fax. (See page 6-3.)

12. → (Right Arrow)*

This key moves the LCD cursor to the right, and it also lets you advance one step when you are in a function mode (see page 3-4) or Telephone Index.

* The Left and Right Arrow keys, SET and CLEAR keys are also shared with one-touch keys.



© FUNCTION AREA

16. TEL-INDEX

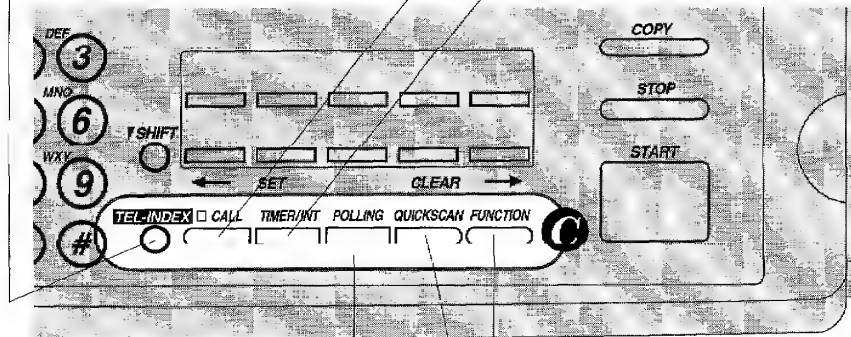
This key allows you to alphabetically look up numbers stored in the dialing memory. (See page 5-2.)

17. CALL

This key is used to activate a call reservation and call back message. (See page 6-17.)

20. TIMER/INT

This key is used to set a delayed transmission time. (See page 6-7.) It is also used to temporarily interrupt the timer job. (See page 6-10.)



18. POLLING

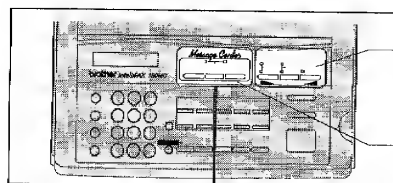
This key accesses the polling feature. (See page 10-1.)

19. QUICKSCAN

This key enables you to scan in your originals at three times the normal speed, by storing them into memory before actual transmission. (See page 6-6.) When it is pressed together with SHIFT, Multi TX is available. (See page 6-9.)

21. FUNCTION

This key accesses the function and programming mode (OSP), where you can alter various settings. (See page 3-1.)



① USER SETTING AREA

② MESSAGE CENTER AREA

22. Resolution

This key is used to set the resolution requirements when sending a fax. (See page 6-2.)

28. TAD and FAX Indicator Lights**

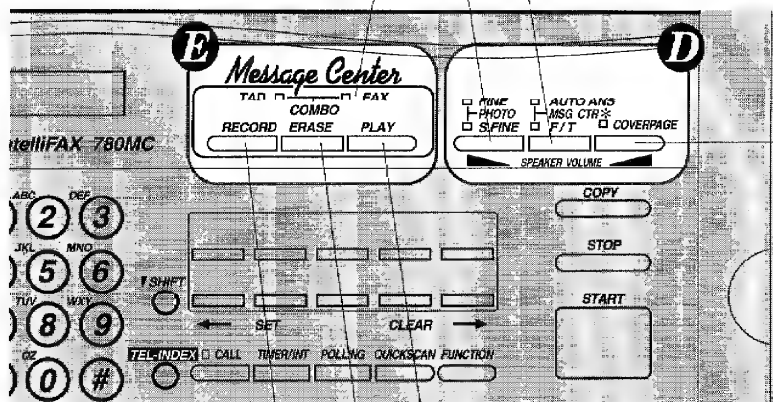
These lights are used to check whether the voice or document messages are stored and the memory status. (See page 8-6.)

23. Answer Mode

This key is used to specify how the fax machine should handle incoming calls. (See page 7-1.)

24. COVERPAGE

This key is used to send an automatic Cover Page as the first page of a fax transmission. (See page 6-14.)



25. RECORD**

Use this key to record a outgoing voice message into your fax machine. (See page 8-5, 8.)

26. ERASE**

This key erases voice or fax messages stored in your fax machine. (See page 8-7, 9.)

27. PLAY**

Use this key to listen to incoming voice messages stored in your fax machine. (See page 8-7, 9.)

*"MSG CTR" is converted to "TAD" on the FAX-740M.

**Keys 25 to 28 are not available on the FAX-740M.

HOW TO USE ON-SCREEN PROGRAMMING (OSP)

3. HOW TO USE ON SCREEN PROGRAMMING (OSP)

What Is On-Screen Programming

Since your fax programming is done on our LCD display, we created step by step On-Screen prompt messages to help you program your fax. All you need to do is follow the prompt instructions as it guides you through the function menu selections and programming options and settings.

If you have a basic understanding of the options and settings that are found in the programming function, you could perform most of the programming settings without the owner's manual. To help you understand what function selections, options, and settings are found in your fax program, we have the following Function Selection Chart.

Read through this Chart to gain a basic understanding of what your new fax model can do, and then the next section will begin instructing you How to Use On-Screen Programming.

Function Selection Chart

Level one function	Level two function	Explanation of Options	Factory setting	Page
1. TEMP. SETTINGS	1. CONTRAST	There are three types of contrast settings. Usually the AUTO setting is acceptable. But if you want to send an especially light or dark document, please change the setting. AUTO: Default setting is AUTO. Contrast setting always reverts to AUTO after one transmission. S. LIGHT: To send very light documents. S. DARK: To send very dark documents.	AUTO	6-3
	2. RESOLUTION	If you need to send a set of originals at various resolutions, this function will allow you to send your required resolution by page. (If all documents are the same resolution, use the Resolution key. See page 2-5 #22.) STANDARD/FINE/S. FINE/PHOTO	STANDARD	6-13
	3. OVERSEAS MODE	If you have trouble when sending overseas you may want to use, you may want to use set the OVERSEAS MODE to ON. ON/OFF	OFF	6-12
2. CANCEL JOB		If you wish to cancel a job that has been set with the timer, a polled job etc., use this function.		6-11
3. PRINT REPORTS		You can print several different lists and reports, which are available under function item 3. PRINT REPORTS.		11-1
4. SET AUTO DIAL	1. ONE-TOUCH DIAL	If you register names and numbers to One-Touch keys, you can dial a number automatically just by pressing a One-Touch key. (20 locations & 20 digits)	—	4-4
	2. SPEED-DIAL	If you register names and numbers as Speed-Dial numbers, you can dial a number automatically just by pressing SPEED DIAL and a two-digit number. (40 locations & 20 digits)	—	4-6

HOW TO USE ON-SCREEN PROGRAMMING (OSP)

Level one function	Level two function	Explanation of Options	Factory setting	Page
4. SET AUTO DIAL	3. SETUP GROUPS	This is used for setting up a group number used for broadcasting.	—	4-8
5. USER OPTIONS	1. SMOOTHING	Smoothing enhances the appearance of incoming faxes. If you set SMOOTHING to ON, you can receive messages with smoothing. ON/OFF	ON	7-9
	2. BEEPER	You can adjust the volume of the beeper with this function. OFF/LOW/HIGH	LOW	4-1
	3. COVERPAGE	If you set COVERPAGE to ON, you can send your documents with a Cover Page generated by your machine. When the COVERPAGE setting is ON, you can select a Cover Page comment. ON/OFF	OFF	6-16
	4. GRAY SCALE	You can select a GRAY SCALE level. 16/32 level	32	6-14
	5. ERROR RE-TX	If you set ERROR RE-TRANSMISSION to ON, the machine automatically re-sends the page once an error occurs. ON/OFF	OFF	6-19
6. TEL OPTIONS	1. TONE/PULSE	There are two different dial types and you must select the type of signal suitable for your telephone. TONE/PULSE	TONE	4-1
	2. RING DELAY	The number of rings that will occur before F/T or AUTO Answer Mode selections are activated. 0/1/2/3/4 rings	2	7-2
	3. AUTO REDIAL	If you set AUTO REDIAL to ON, your machine will automatically re-dial the last number called in the event the number was busy or the call failed for some other reason ON/OFF	ON	6-5
	4. SPEAKER VOLUME	You can set the speaker volume. OFF/LOW/HIGH	LOW	7-9
	5. F/T RING TIME	F/T RING TIME sets the time for simulated ringing in F/T mode. 10/20/30/60 seconds	20	7-3
	6. RING VOLUME	The settings are OFF/LOW/HIGH	HIGH	7-10
7. SETUP SYSTEM	1. DATE/TIME	If you enter the date and time in 24-hour format, the LCD will display the date and time and will also be printed on outgoing faxes.	01/01/1994 00:00	4-2

HOW TO USE ON-SCREEN PROGRAMMING (OSP)

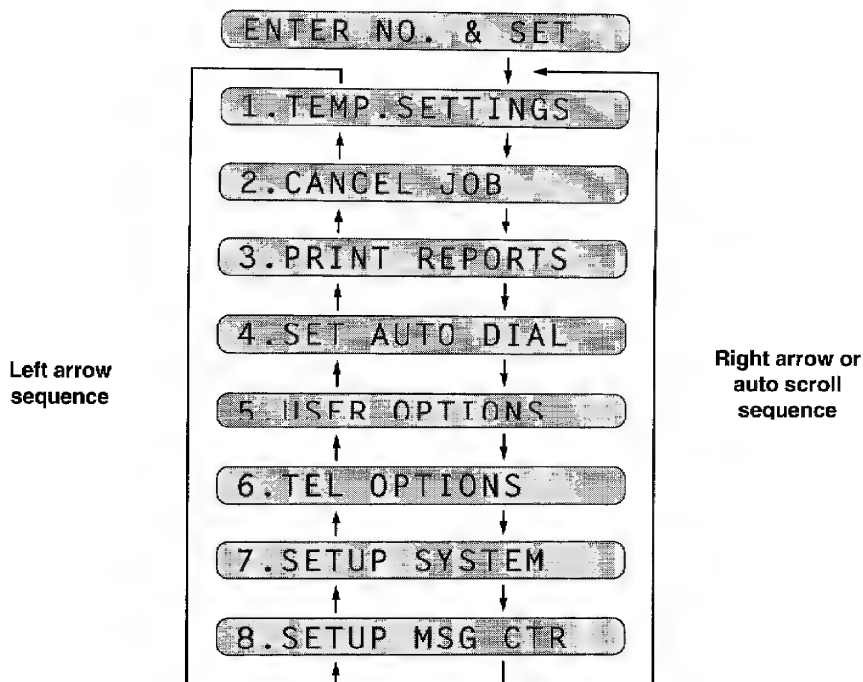
Level one function	Level two function	Explanation of Options	Factory setting	Page
7. SETUP SYSTEM	2. DAILY TIMER	If you frequently have delayed jobs, all for execution at a certain time, you can program that time. Once you register it, you do not need to enter that time, just press TIMER/INT .	00:00	6-7
	3. INTERVAL	You can select the interval at which the activity report is printed out. 6/12/24 hours, 2/4/7 days, OFF	OFF	11-3
	4. STATION ID	You can enter your name or company name, fax number and telephone number in STATION ID. It is printed at the top of each page of every outgoing fax. It is also printed on the automatic Cover Page.	—	4-3
	5. REMOTE CODE	If you enter REMOTE CODE, you can activate or deactivate the fax machine from a remote telephone. ON/OFF	ON *51 (ACT.) #51 (DEACT.)	7-6
	6. SET COVERPAGE	You can register your own two programmable comments on the Cover Page.	—	6-17
8. SETUP MSG CTR (only for FAX-780MC)	1. MEMORY USAGE	You can select memory usage of the machine in MESSAGE CENTER mode. TAD ONLY/FAX ONLY/COMBO	TAD ONLY	8-1~4
	2. BACKUP PRINT	You can set the machine print a back-up copy of faxes that are received into the Message Center memory. ON/OFF	ON	8-12
	3. FAX FWD/PAGING	You can choose among PAGING, FAX FORWARDING or OFF. PAGING ON will enable you to be paged by Message Center when it receives FAX/TAD. FAX FORWARDING ON enables you to have the Message Center send any stored faxes that are received to another predetermined fax number.	OFF	8-13 ~16
	4. REMOTE ACCESS	You can change REMOTE ACCESS ID (3 digits) allowing you remotely operate the machine. (Example: Listening to incoming messages)	159*	8-17
	5. ICM MAX. TIME	You can select Max. ICM (Incoming Message) recording time. 20/25/30/35/40/45/50/55/60 seconds	30	8-8
	6. OGM	The machine has two types of OGM (Outgoing Messages) for MSG CTR and FAX/TEL switch. After selecting the message type, you can play, record or erase.	—	7-4 8-5
	7. PRINT FAX	You can print incoming faxes that were stored in MSG CTR memory.	ON	8-12
	8. PLAYING OGM	If you set PLAYING OGM to ON, the recorded MSG CTR or F/T OGM is re-played if you change the receiving mode to MSG CTR or F/T, respectively.		8-11
	9. TOLL SAVER	If you set TOLL SAVER to ON, you can check if there is a message received by the ring delay.		8-10

HOW TO USE ON-SCREEN PROGRAMMING (OSP)

Using the Function Mode to Access OSP

You access the function mode by pressing **FUNCTION** found in the Function Area of your Fax Control Panel. (See page 2-4.)

When you enter the function mode, your fax machine will display a list of Level One Functions to choose from (see pages 3-1 through 3-3 for these Level One Functions), as seen below.



These function options will appear one after the other on the display. You can then choose one of these options by pressing **SET** when your desired option appears on the LCD.

You can also move through the function menu options at a faster rate by pressing **→** (right arrow). (See page 2-3 to locate this key on your Control Panel.) When you find the option you want, press **SET**.

You can simply press the Level One Function number associated with each option (again refer to page 3-1 through 3-3).

Helpful Hints

If you want to exit the function mode, simply press **STOP**. Also, if you select the wrong menu, and to return to the previous step, press **CLEAR**.

HOW TO USE ON-SCREEN PROGRAMMING (OSP)

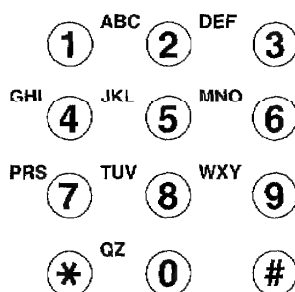
Alternating Displays for OSP



When you see alternating displays, the LCD will usually alternate between the currently selected option, and a help message giving brief instructions on how to proceed. The example shows the current speaker volume is high and prompts you to use ← (left arrow) and → (right arrow) to alter the setting, and then to press **SET** to store it.

How to Enter Text in the Function Mode

Each number key has two or three letters printed by the side of it. The “1” key and the “#” key and the “*” key have no printed letters because they have special characters.



By pressing the appropriate number key the correct number of times, you can get the character you want. When you are making certain settings, such as the Station ID settings, you need to enter text into your fax machine.

Key	once	twice	three times	four times
2	A	B	C	2
3	D	E	F	3
4	G	H	I	4
5	J	K	L	5
6	M	N	O	6
7	P	R	S	7
8	T	U	V	8
9	W	X	Y	9
0	Q	Z	0	Q

Let's say that you want to enter the initials “BR.” Follow the example of next page.

KEYS TO BE PRESSED

1. Press **2** twice to enter the letter **B**.
2. Press **7** twice to enter the letter **R**.
3. Press **SET**.

STATUS OF LCD DISPLAY



FOR YOUR INFORMATION

1. If you want to enter a blank space, press → (right arrow) twice.
2. If you entered a letter incorrectly and want to change it, you can use ← (left arrow) to move the cursor back to where it is. When you reach the letter, you can enter a new one in its place. You can only overwrite letters, not insert them, so you may have to go back and overwrite a lot of letters if you forget to enter a letter.
3. If you enter a character which is assigned in the same number, press → (right arrow) to move the cursor to the right.

Ch. 3

How to Enter Special Characters, Symbols and Punctuation Marks in the Function Mode

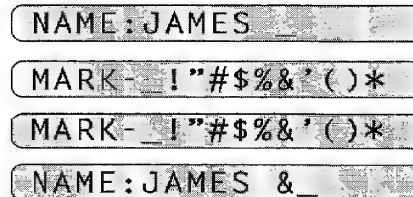
1 key ----- ÄËÖÜÀÇÈÉ1
 * key ----- (space) !"#\$\$%&'()*+,-./
 # key ----- ;<=>?@[^_

The "1" key contains all the accented characters. The "*" and the "#" key are used for punctuation marks and symbols. Let's say that you want to enter the symbol "&". Follow the example below.

KEYS TO BE PRESSED

1. Press ***** to show a list of characters.
2. Press ***, *, *, *, *, *** (6 times).
3. Press → (right arrow).

STATUS OF LCD DISPLAY



4. TELEPHONE FUNCTION SETTINGS

There are some settings, such as the date and time, you should make to your fax machine before you begin using it. Once entered, these settings will remain in the machine until you change them. You can begin customizing the settings by pressing **FUNCTION** on the control panel. This activates the function mode and On-Screen Programming prompts. You can complete a variety of settings in this mode.

Setting the Dialing Mode (Tone/Pulse)

Your fax machine supports both tone (or multi-frequency) and pulse (or rotary) dialing. It is initially set to TONE, so you do not need to change the setting if you use that kind of line. If you are using a pulse dial line, you can change the setting to PULSE by following the steps below:

KEYS TO BE PRESSED	STATUS OF LCD DISPLAY
1. Press FUNCTION . You will see scrolling options on the display. You can choose one.	01/01/1994 00:00 1. TEMP. SETTINGS
2. Press 6 .	6. TEL. OPTIONS
3. Press 1 . After two seconds you will be automatically prompted to select pulse or tone.	1. TONE/PULSE DIALING: TONE SELECT < > & SET DIALING: PULSE
4. Press ← (left arrow) or → (right arrow) to find the dialing mode that matches your telephone line. Example: PULSE.	
5. Press SET .	1. TONE/PULSE
6. Press STOP to return to date and time.	

Setting the Beeper Sound Level

If the beeper setting is LOW or HIGH, it will "beep" every time you press a key, make an error, or at the end of sending or receiving a fax.

The initial setting on your fax machine for the beeper is LOW. If you do not want the beeper on, select OFF, and if you want it loud, select HIGH.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **5**.
3. Press **2**.
4. Press **←** (left arrow) or **→** (right arrow) until you get the setting you want.
Example: OFF.
5. Press **SET**.
6. Press **STOP** to return to date and time.

STATUS OF LCD DISPLAY

01/01/1994 00:00

1. TEMP. SETTINGS

5. USER OPTIONS

2. BEEPER

BEEPER: LOW

SELECT < > & SET

BEEPER: OFF

2. BEEPER

Setting the Date and Time

Your fax machine show the date and time on the display prints and the date and time on every fax pages you send. You can set the date and time in function mode.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **7**.
3. Press **1**.
4. Enter the last two digits of the year.
Example: **93**.
5. Enter two digits for the month.
(JAN. = 01, OCT. = 10, etc.)
Example: **09**.
6. Enter two digits for the day.
Example: **12**.
7. Enter the time in 24-hour format.
Example: **15:25** (3:25 P.M.).
8. Wait for two seconds.
9. Press **STOP** to exit and view the new date and time.

STATUS OF LCD DISPLAY

01/01/1994 00:00

1. TEMP. SETTINGS

7. SETUP SYSTEM

1. DATE/TIME

ENTER YEAR: XX

ENTER YEAR: 93

ENTER MONTH: XX

ENTER MONTH: 09

ENTER DAY: XX

ENTER DAY: 12

ENTER TIME: XX:XX

ENTER TIME: 15:25

1. DATE/TIME

09/12/1993 15:25

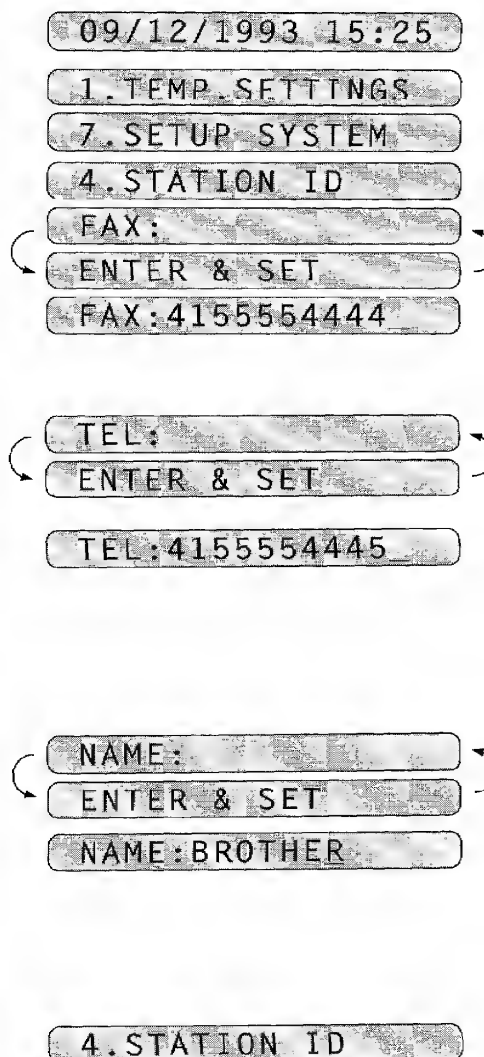
Setting the Station ID

The Station ID is for identification purposes. Here you can store your name, fax number, and telephone number. Your machine then prints this information on the electronic Cover Page and every fax page you send.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **7**.
3. Press **4**.
You will then be prompted to enter your fax number.
4. Enter your fax number (up to 20 digits).
Example: **4155554444**.
5. Press **SET**.
You will now be prompted to enter your telephone number.
6. Enter your telephone number (up to 20 digits).
If your telephone number and fax number share the same line, enter the same number again.
Example: **4155554445**.
7. Press **SET**.
You will be prompted to enter name or company's name.
8. Enter the name by using the number keys (up to 20 characters).
Example: **BROTHER**.
Refer to the section "How to Enter Text in the Function Mode" on the page 3-5, 6.
9. Press **SET** to confirm the entry.
10. Press **STOP** to return to date and time.

STATUS OF LCD DISPLAY



- Helpful Hints**
1. The telephone number which you stored above is only used for the Call Back Message and the Cover Page features.
 2. If you do not enter a fax number, no additional information can be entered.
 3. When you enter a space, use → (right arrow). Then it will be registered as a blank space, "_".

NOTICE

The Telephone Consumer Protection Act. of 1991 makes it unlawful for any person to use a computer or electronic device to send any message via a telephone fax machine unless such message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of the transmission, the date and time it is sent and an identification of the business or other entity, or other individual sending the message and the telephone number of the sending machines or such business, other entity, or individual.

In order program this information into your fax machine, you should complete the steps of the previous page.

Storing One-Touch Dial Numbers

You can dial numbers automatically by storing telephone or fax numbers as One-Touch dial numbers. You can also store names with the numbers so that when you call, you can verify the destination on the display. You can store a maximum of 20 phone numbers as One-Touch numbers (01 to 20). To use 11 to 20 One-Touch number locations, you need to press **SHIFT**. For example, One-Touch location "11" is accessed by pressing **SHIFT** + One-Touch "01" simultaneously. Here is how to store a telephone number as a One-Touch dial number:

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **4**.
3. Press **1**.
4. Press one of the **One-Touch** keys, you want to use to store a number.
Example: One-Touch **05**.
5. Enter the number (up to 20 digits).
Example: **4155551212**.
6. Press **SET**.
You then will be prompt to enter the name or company associated with this number.
7. Enter the name by using the number keys (up to 17 characters).
Example: **NJ OFFICE**.
(See pages 3-5 and 3-6 for how to enter text.)

STATUS OF LCD DISPLAY

09/12/1993 15:25

1. TEMP. SETTINGS

4. SET AUTO DIAL

1. ONE-TOUCH DIAL

SELECT ONE-TOUCH

*05:

ENTER & SET

*05:4155551212

NAME:

ENTER & SET

NAME: NJ OFFICE

TELEPHONE FUNCTION SETTINGS

8. Press **SET**.

9. Select the type of number (FAX, TEL, F/T, CHAIN) by using ← (left arrow) or → (right arrow) to find the type you want.
(See For Your Information of below.)
Example: FAX.



10. Press **SET**.

11. Return to step 4 to enter another number, or press **STOP** to return to date and time.



Helpful Hints

If you have to wait for a dial tone when you get access to the outside line, you should use **REDIAL/PAUSE**. When you press **REDIAL/PAUSE**, a dash “-” will appear on the display. By storing the numbers with a pause, you can create a delay of 3.5 seconds.

FOR YOUR INFORMATION

Types of Numbers

When you store a number as a One-Touch or as a Speed-Dial number, you have a choice of choosing what type of number it is. There are 4 options:

1. FAX (A fax number).
2. TEL (A telephone number).
3. F/T (Both a fax number and a telephone number).
4. CHAIN (A number, usually an access code, for chain dialing).

Chain Dialing

Sometimes you may want to choose from among several long-distance carriers when you make a call. This is because rates may vary depending on the time and destination. To take advantage of low rates, you can register the access code of a long-distance carrier as a One-Touch or a Speed-Dial number for chain dialing. To do this, you store the access code as you would a regular number and register it as a “chain” number. (See the step 9 of this page.) Then, when you want to make a call, you use this number in combination with the regular number, which also may be a One-Touch or a Speed-Dial number.

You can start a chain dialing call by pressing a One-Touch key or **SPEED DIAL** and the two digit that has an access code. Next you press another One-Touch key or **SPEED DIAL** and the two digit which has the regular phone number, and then press **START** to begin calling.

Storing Speed-Dial Numbers

When you store a phone or fax number as a Speed-Dial number, you need to enter a **two digit number**, from 01 to 40 using the number keys. For example, you cannot enter "5". You need to enter "0", "5". You can store as many as 40 numbers as Speed-Dial numbers.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **4**.
3. Press **2**.
4. Use the number keys to enter two digit number.
Example: **05**.
5. Enter the number (up to 20 digits).
Example: **5555151**.
6. Press **SET**.
You then will be prompted to enter the name or company associated with this number.
7. Use the number keys to enter a name (up to 15 characters).
Example: **MANCHESTER**.
(See pages 3-5 and 3-6 for how to enter text.)
8. Press **SET**.
9. Select the type of number (FAX, TEL, F/T, CHAIN) by using ← (left arrow) or → (right arrow) to display the type you want.
Example: **TEL**.
10. Press **SET**.
11. You are ready to enter another Speed-Dial number, or press **STOP** to return to date and time.

STATUS OF LCD DISPLAY

09/12/1993 15:25

1. TEMP. SETTINGS

4. SET AUTO DIAL

2. SPEED-DIAL

SPEED-DIAL? #

SPEED-DIAL? #05

#05:

ENTER & SET

#05:5555151

NAME:

ENTER & SET

NAME:MANCHESTER

TYPE:FAX

SELECT< > & SET

TYPE:TEL

SPEED-DIAL? #

TELEPHONE FUNCTION SETTINGS

- Helpful Hints**
1. Print out the All Dial List to make sure you have stored the correct numbers. (See page 11-2.) This list will contain the type of number: FAX, TEL, F/T, or CHAIN.
 2. Even if there should be a loss of electrical power to your fax machine, the telephone and fax numbers you have stored will not be lost.

FOR YOUR INFORMATION

When You Wish to Change to the Store One-Touch and Speed Dial Numbers (During Step 4 on Page 4-4, 6, 8)

When you press the One-Touch key or Speed-Dial number, if it is already in use, you will be asked if you wish to change it or exit and select a different One-Touch or Speed-Dial number. This display does not appear if the One-Touch key or Speed-Dial you chose is not assigned.

1. Press **1** to assign a new number to the One-Touch key or Speed-Dial, or press **2** to choose a different One-Touch key or Speed-Dial.



2. If you are replacing an existing number with a new one, the old number and name will appear in the display. Press **CLEAR** to erase the old number and name. Then, enter the new number and name and press **SET** to store the entry.

Memory Storage

Your fax machine is equipped with an internal battery that will keep it working for up to two hours after power has been cut off. After that time, the date and time will be lost and you will have to re-enter the information. All other settings in the **USERS OPTIONS** and **SETUP SYSTEM** functions are stored permanently and will be retained even in the event of a power failure.

- Helpful Hints**
- If your fax machine is connected to a PBX, you may need to insert an additional number before each fax or telephone number to get access to the outside line.

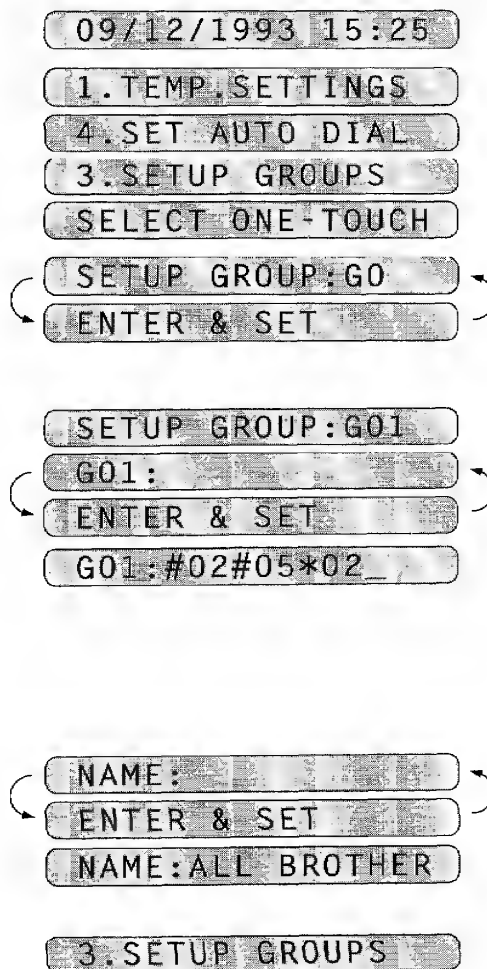
Setting Up Number Groups

You can have at most 6 groups of number which, can assign one of the One-Touch dialing keys as a group number. For each number group, you can assign up to 59 numbers (consisting of One-Touch numbers or Speed-Dial numbers), and each number group can have a name up to 17 characters long. You can use number groups for broadcasting.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **4**.
3. Press **3**.
4. Press one of the One-Touch keys to be the stored group number.
Example: select "One-Touch 01" as a group.
5. After two seconds enter the group number by using the number keys.
Example: **1**.
6. Enter the One-Touch or Speed-Dial numbers in this group.
Example: **#02, #05, *02**. (Note, use the # key and number keys for Speed-Dial numbers, and the * key and number keys for One-Touch numbers.)
7. Press **SET**.
8. Enter the group's name.
Example: **ALL BROTHER**.
9. Press **SET**.
10. Press **STOP** to return to date and time.

STATUS OF LCD DISPLAY



- Helpful Hints**
1. If your fax machine is connected to a PBX, you may need to insert an additional number before each fax or telephone number to get access to the outside line.
 2. You can print out a list of all One-Touch numbers and Speed-Dial numbers. Group number will be listed under One-Touch numbers. (See page 11-2.)

USING THE UNIT AS A TELEPHONE

5. USING THE UNIT AS A TELEPHONE

Your fax machine can be used to make regular telephone calls. You can dial numbers manually, by pressing the number keys, or by using One-Touch or Speed-Dialing.

Manual Dialing

1. Pick up the handset, or press **HOOK**.
2. When you hear the dial tone, you can begin dialing by pressing the number keys.
3. If you used **HOOK**, pick up the handset when the call is answered.

One-Touch Dialing

1. Pick up the handset, or press **HOOK**.
2. When you hear the dial tone, press the desired One-Touch key.
3. If you used **HOOK**, pick up the handset when the call is answered.

If you try to use a One-Touch number that has not been registered, you will hear a warning sound and the display will carry a message reading, "NOT REGISTERED". The display will return to normal after 2 seconds.

Speed Dialing

1. Pick up the handset or press **HOOK**.
2. When you hear the dial tone, press **SPEED DIAL** and then the two digit Speed-Dial number.
3. If you used **HOOK**, pick up the handset when the call is answered.

FOR YOUR INFORMATION

Using Keys with the Telephone

- Use **REDIAL / PAUSE** for putting a pause between numbers.
- Use **HOLD** to put a call on hold. You can put down the handset without disconnecting the call
- Use **#** to switch the dialing type to "tone" from "pulse". This key is also used for push-button services, such as those offered by banks, credit card companies, or paging services.

On Hook Dialing

When you make a call using **HOOK**, you can listen to the other end of the line, but they can't hear you unless you pick up the handset. Also, if you press **HOOK** a second time, the call will be disconnected.

Telephone Index

Once you have registered a name and number as a One-Touch number or as a Speed-Dial number, you can alphabetically find where things are with the Telephone Index. You can also dial a number directly from the Telephone Index.

KEYS TO BE PRESSED

1. Press **TEL-INDEX**.
2. Press **←** (left arrow) or **→** (right arrow) or use the number keys to input the first character of the stored name, to find the name.
3. Pick up the handset, or press **HOOK**.
4. Press **START** to begin dialing.
Return the handset to its cradle or press **HOOK** to cancel the call.

STATUS OF LCD DISPLAY

09/12/1993 15:25

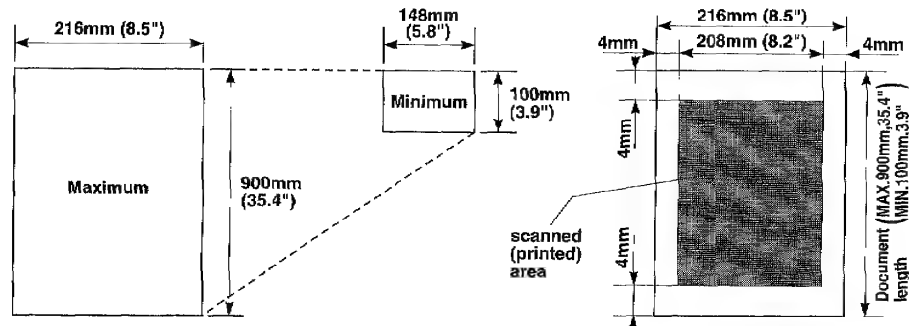
TEL. INDEX

NJ OFFICE

6. SENDING FAXES

A) BASIC FAX TRANSMISSIONS

The Size of Your Documents

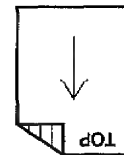


The size of the documents you want to send by fax should not be larger (or smaller) than what your fax machine can accommodate. The documents should each be between 148 and 216 mm (5.8 and 8.5 inches) wide and between 100 and 900 mm (3.9 and 35.4 inches) long.

The maximum width of the scanned area is 208 mm (8.2 inch).

How to Set the Document

To send a fax, first insert the document you wish to send, face down, in the document feeder. The top edge of the document should go in first, or the fax will be received up side down.

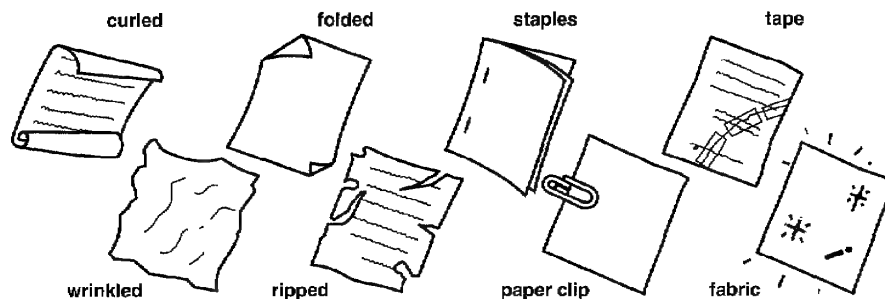


To prevent the document from skewing as it is fed, adjust the paper guides to fit the width of the document.

NOTICE

About the Documents You Send...

Do not use documents that are curled, wrinkled, folded, ripped, or that contain staples, paper clips, paste, or tape. Also, do not use cardboard, newspaper, or fabric.



The Auto Document Feeder (ADF)

The Auto Document Feeder (ADF) automatically feeds documents (**up to 15 pages**) into the fax machine, one at a time. The thickness and weight of the documents should fall into the following categories:

Thickness: For one sheet: 0.07 to 0.12 mm (2.8×10^{-3} to 4.7×10^{-3} inches).
For multiple sheets: 0.07 to 0.10 mm (2.8×10^{-3} to 3.9×10^{-3} inches).

Weight: For one sheet: 52 to 85 g/m² (0.07×10^{-3} to 0.121×10^{-3} lbs/inch²).
For multiple sheets: 52 to 80 g/m² (0.07×10^{-3} to 0.114×10^{-3} lbs/inch²).

As a reference, please note that the paper on which this is printed has the following thickness and weight:

Thickness: 0.10 mm


Weight: 80 g/m²

Before inserting documents into the document feeder, make sure the documents are not stuck to each other, and fan the sheets of paper before you put them in. Make sure you always put the documents in *face down*.

Getting Ready to Send Faxes

Resolution

You can choose a setting (STANDARD, FINE, SUPERFINE, or PHOTO) for the resolution any time before you press **START** or **COPY**. You can choose a setting by pressing the Resolution key.

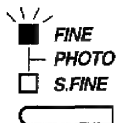
(☐ means light off.  means light on.)

STANDARD



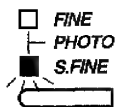
The STANDARD resolution can be used for most typewritten text. When the STANDARD setting is on, both lights are off. Transmission speed is normal.

FINE



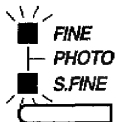
The FINE resolution is an ideal setting to use if you want to send documents that have small print. When the FINE setting is on, the FINE light will be lit. Transmission speed is slower than STANDARD.

SUPERFINE



The SUPERFINE resolution is a good setting to use for documents with very small print or artwork. When the SUPERFINE setting is on, the S. FINE light will be lit. Transmission speed is slower than FINE.

PHOTO



The PHOTO resolution is ideal for sending documents that have varying shades of gray, such as photographs. The PHOTO setting is on when both lights are lit. Transmission speed is slower than FINE.

To set resolution per page, refer to Multiple Resolution Transmission on page 6-13.

Contrast

The fax machine has automatic contrast control, but if you need to send a document that is very light or very dark, you may want to set the contrast yourself.

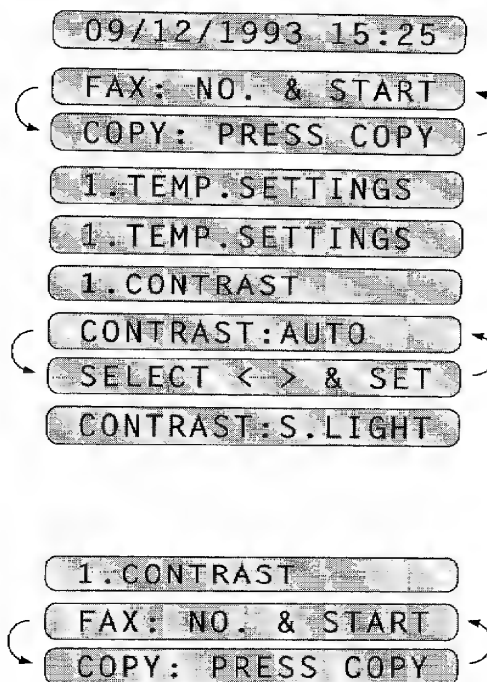
Use **SUPER LIGHT** to send a very light document.

Use **SUPER DARK** to send a very dark document.

KEYS TO BE PRESSED

1. Insert the documents face down into the feeder.
2. Press **FUNCTION**.
3. Press **1**.
4. Press **1**.
The display will alternate messages.
5. Use **←** (left arrow) or **→** (right arrow) to select one of the settings, **AUTO**, **S.LIGHT**, or **S. DARK**.
Example: **S.LIGHT**.
6. Press **SET**.
7. Press **STOP** to exit.

STATUS OF LCD DISPLAY



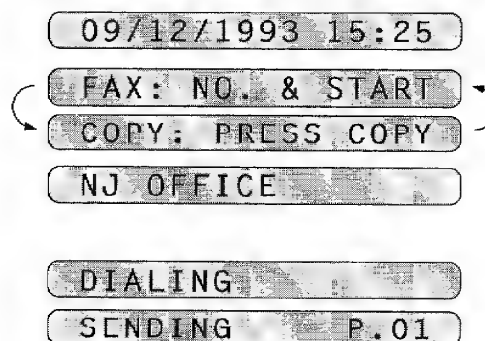
Then start fax sending operation (page 6-3) or copy (page 9-1).

Sending a Fax Automatically

KEYS TO BE PRESSED

1. Insert the documents face down into the feeder.
2. Enter a fax number.
Example: One-Touch dialing.
3. Press **START**.

STATUS OF LCD DISPLAY



Sending a Fax Manually

KEYS TO BE PRESSED

1. Insert the documents face down into the feeder.
2. Pick up the handset or press **HOOK** and listen for the dial tone.
3. Dial the fax number.
You can use manual dialing, One-Touch dialing, Speed-Dialing, or Tel-Index.
4. When you hear a fax tone, press **START**.
Your fax machine will begin sending the documents.
5. Return the handset to its cradle, if you did not use **HOOK**.

STATUS OF LCD DISPLAY

09/12/1993 15:25

FAX: NO. & START

COPY: PRESS COPY

ENTER FAX NO.

PRESS START KEY

NJ OFFICE

SENDING

FOR YOUR INFORMATION

Dialing a Number

There are several ways to dial a number. When you dial, you can check the display to see who you are calling. Choose one of the following dialing methods:

- 1) Manual Dialing
Dial the fax number by pressing the number keys, then press **START**.
- 2) One-Touch Dialing
Press one of the One-Touch keys. (The numbers must be stored beforehand. See page 4-4.) Then press **START**.
- 3) Speed-Dialing
Press **SPEED DIAL**, then use the number keys to enter a two-digit code. For example, press "0", "5" for 05. (The numbers must be stored beforehand. See page 4-6.) Then press **START**.
- 4) Telephone Index
You can use the Tel-Index to make telephone or fax calls. (See page 5-2.)

Talking to the Other Party When Sending a Fax

When you are sending a fax manually and you hear recipient's voice instead of fax tones, you can use the handset to have a conversation. When or if you want to then send a fax, ask the person on the other line to press **START** on his/her fax machine and when you hear fax tones you can press **START** to begin sending your fax.

Automatic and Manual Re-dialing

If a number you have dialed is busy or your call did not go through for some other reason, you can re-dial that number. There are two ways for re-dialing, "automatic" and "manual". Automatic re-dialing can only be used for faxes that were sent using automatic transmission — not for telephone calls. The factory setting is "auto re-dial on", but you can change it to "auto re-dial off", if needed. If the re-dial function is set on "auto re-dial on", it will automatically re-dial the number 3 times at 5 minute intervals before giving up. Whether the setting is on or off, the fax machine will re-dial the last dialed number when you press **REDIAL/PAUSE** (manual re-dialing).

Setting the Auto Re-dial

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **6**.
3. Press **3**.
4. Use **←** (left arrow) or **→** (right arrow) to turn the auto re-dial function ON or OFF.
Example: OFF.
5. Press **SET**.
6. Press **STOP** to exit.

STATUS OF LCD DISPLAY

09/12/1993 15:25

1. TEMP. SETTINGS

6. TEL. OPTIONS

3. AUTO REDIAL

AUTO REDIAL: ON

SELECT < > & SET

AUTO REDIAL: OFF

3. AUTO REDIAL

FOR YOUR INFORMATION

Possible Settings When You Send a Fax Manually

- Resolution (See page 6-2, 6-13.)
- Contrast (See page 6-3.)
- Cover Page (See page 6-14.)
- Overseas Mode (See page 6-12.)
- Call Reservation (See page 6-17.)

Printing Page Headers

Your fax machine can print a page header on top of every document you send. It is printed on the receiving party's fax paper. It contains the date and time of transmission, your fax number and name (Station ID), and page number. Of course you need to register your Station ID beforehand for that information to be available.

Transmission Date and Time	Station ID	Page Number
09/12/1993 15:25	4155554444 BROTHIER	PAGE 01

B) ADVANCED FAX TRANSMISSIONS

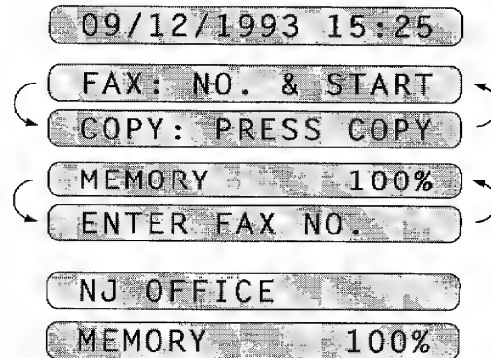
Sending a Fax by Using Super Quick-Scan (Memory Transmission)

If you are faxing a set of documents that are confidential in nature or you just need your original documents right away, you don't have to stand at the machine and wait for the transmission of each page to be completed. You can use Super Quick-Scan (or memory transmission) in order to get your original documents quickly before transmission.

KEYS TO BE PRESSED

1. Insert the documents into the feeder.
2. Press **QUICKSCAN**.
The display indicates how much memory is available.
3. Enter the fax number.
4. Press **START** to begin scanning the documents into memory. Once completed, the fax machine will dial the destination.

STATUS OF LCD DISPLAY



Helpful Hints (Only for FAX-780MC) You can not use Super Quick-Scan when you select TAD ONLY mode in the Message Center mode. (See page 8-1.)

FOR YOUR INFORMATION

If You Get a MEMORY FULL Message When Trying to Send a Fax by Using Super Quick-Scan

If the memory becomes full when scanning page one, the display shows "PRESS STOP KEY", then press **STOP** to abort the job.

If the memory becomes full on page 2 or more of a multi-page document, you will be prompted to press **START** to send the portion already scanned, or **STOP** to abort the job.

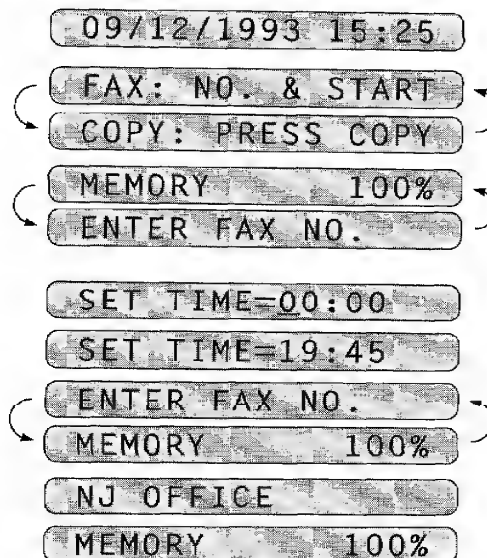
Delayed Transmission

You can set the timer to send documents at a later time (up to 24 hours later). Your fax machine will also produce a report the "Delayed Sending Report", after the fax is sent. You can set up to three different documents for delayed transmission.

KEYS TO BE PRESSED

1. Insert the documents into the feeder.
2. Press **QUICKSCAN** if you use memory transmission, or not you can send your fax normally.
3. Press **TIMER/INT.**
4. Enter the time in 24-hour format using the number keys.
Example: **19:45** (7:45 P.M.).
5. Enter the fax number.
6. Press **START**.

STATUS OF LCD DISPLAY



Helpful Hints (Only for Fax-780MC) You can not use the delayed transmission with Quick-Scan when you select TAD ONLY in the Message Center mode. (See page 8-1.)

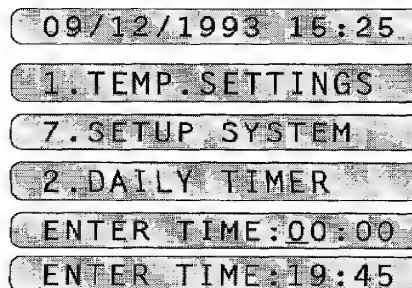
Setting the Daily Timer (for Delayed Transmissions)

The Daily Timer function lets you send a fax at a set time every day. This is handy for sending delayed jobs that must go out at the same time daily. Once you make this setting, you don't have to enter the time everyday. You just press **TIMER/INT**, the number and **SET** if you want to send.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **7**.
3. Press **2**.
4. Enter the time in 24 hour format using the number keys.
Example: **19:45** (7:45 P.M.).
5. Wait for two seconds, press **STOP** to exit.

STATUS OF LCD DISPLAY



Broadcasting

By using the numbers you have stored for One-Touch dialing, Speed-Dialing, or group dialing, you can automatically send faxes to a maximum of 60 different locations at once.

KEYS TO BE PRESSED

1. Insert the documents into the feeder.
2. Enter the One-Touch, Speed-Dial, or group numbers, one after the other.
3. Press **START** and the fax machine will read the documents into memory, and then start sending faxes to all the numbers you entered.

STATUS OF LCD DISPLAY

09/12/1993 15:25

FAX: NO. & START

COPY: PRESS COPY

ALL BROTHER

MEMORY 100%

DIALING

SENDING P.01

FOR YOUR INFORMATION

Getting Familiar with the Broadcasting Function

1. To stop the broadcast in progress, press **STOP**.
2. Enter the chain dialing numbers as you normally would, but keep in mind that each key counts as one location, so the number of locations you can call becomes limited. (You have up to 60 locations you can call with One-Touch, Speed-Dialing, and group numbers.)
3. If the line is busy or for some other reason a connection could not be made during broadcasting, the fax machine will automatically re-dial the number. (See page 6-5.)
4. If the memory is full, press **STOP** to abort the job or press **START** to send the portion that is in the memory (if more than one page has been scanned.) (See page 6-6.)

Helpful Hints

Use the Telephone Index to help you choose the numbers you want to broadcast to. (See page 5-2.)

After transmission is completed, a Broadcast Report will be printed automatically to let you know the result of transmission.

(Only for FAX-780MC) You can not use the Broadcasting function when you select TAD ONLY in the Message Center mode. (See page 8-1.)

Sending by Multi-Transmission (Using Quick-Scan)

Use multi-transmission for sending several different faxes for several destination at once. For example, you can automatically fax "Document A" to one destination and "Document B" to another destination.

This is not to be confused with broadcasting which is sending one document (s) to many destinations.

If you desire, you can combine this function with broadcasting so that you can fax different documents to different lists of people at the same time. To do this, you store various sets of documents in memory. Then, for example, you can automatically fax "Document A" to one list of people and "Document B" to another list of people. You can preset 3 different documents including timer transmission in memory.

KEYS TO BE PRESSED

1. Insert "Document A" into the feeder.
2. Press **SHIFT + QUICKSCAN** together to send by multiple transmission. The display shows remaining memory.
3. Enter the fax number. (Or a series of numbers if you are broadcasting.)
4. Press **START** to start scanning documents.
5. Insert "Document B" within 30 seconds after "Document A" has been scanned. (After 30 seconds if there are no further documents, the fax machine starts sending what it has.)
6. Repeat the step 1, 2, 3, 4 for the third document.
7. After 30 seconds, your fax machine will start sending them in scanned order.

STATUS OF LCD DISPLAY

09/12/1993 15:25

FAX: NO. & START

COPY: PRESS COPY

MULTI TX 100%

ENTER FAX NO.

NJ OFFICE

MULTI TX 100%

09/12/1993 15:27

ENTER FAX NO.

PRESS START KEY

MULTI TX 70%

DIALING

After scanning documents, your fax machine will start sending them in scanned order.

- Helpful Hints**
1. If you press only **QUICKSCAN** instead of **SHIFT + QUICKSCAN** for the last document, your fax machine will start dialing without waiting for 30 seconds.
 2. Multi-transmission is available up to three, however total number includes Timer transmission. If you set one timer transmission, multi transmission is available up to two.
 3. (Only for FAX-780MC) You can not use the Multi Transmission function when you select TAD ONLY in the Message Center Mode. (See page 8-1.)

Interrupting the Timer and Polled Job

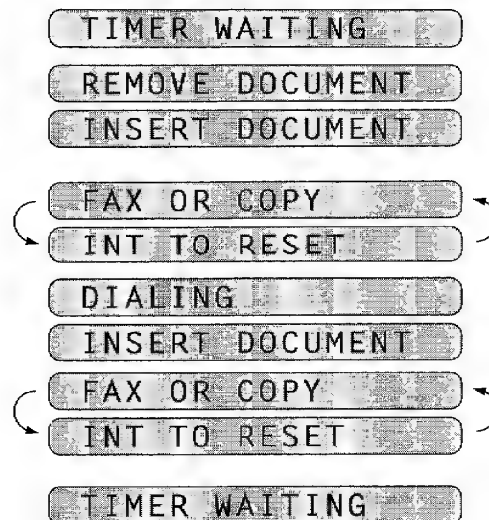
You can send a fax without canceling the timer (see page 6-7) or polled waiting (see page 10-2) with document in the feeder by "interrupting" it. When you interrupt the timer to send a "new" set of documents, the fax machine does not automatically re-dial the number if it is busy. Also, you cannot use the function mode when you are interrupting the timer.

Example: TIMER WAITING with document in the feeder.

KEYS TO BE PRESSED

1. Press **TIMER/INT**.
Remove documents from the fax machine.
2. Insert "new" documents into the feeder.
3. Enter the new number to send the documents then press **START**.
4. After the transmission is finished, place the "old" documents back into the feeder.
5. Press **TIMER/INT** to restore the timer.

STATUS OF LCD DISPLAY



Canceling the Job

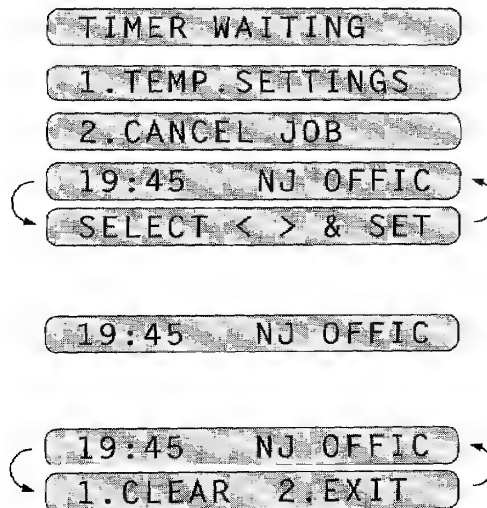
Use the cancel job function to permanently remove scheduled tasks such as polling or polled job (see page 10-2) and timer job (see page 6-7) from your fax machine.

Example: TIMER WAITING with document in the feeder.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **2**.
Any waiting jobs that have been setup will appear in the display.
In the event that no jobs are waiting to be processed, a "NO JOB WAITING" message will appear in the display.
3. Use **←** (left arrow) or **→** (right arrow) to select the job you wish to cancel.
4. Press **SET**.
5. Press **1** to cancel the selected job, or **2** to exit without canceling.
If **1** is selected, the job will be canceled and the next job in the queue will appear in the display.
6. To cancel the next job, press **1** again.
To exit, simply press **2**.

STATUS OF LCD DISPLAY



C) FAX TRANSMISSION OPTIONS

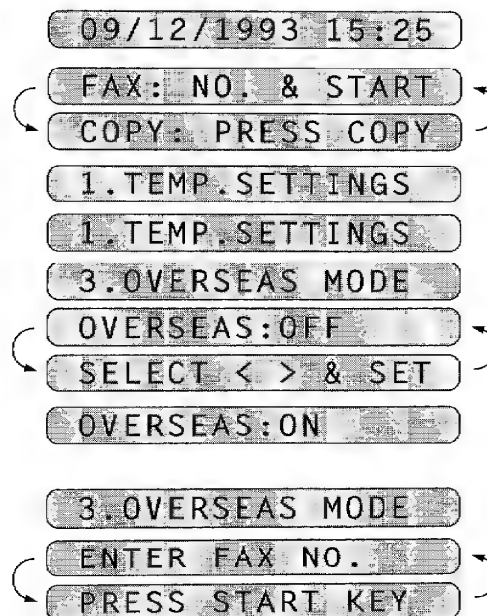
Setting the Overseas Mode

Using the Overseas mode is an efficient way to send faxes overseas. If you experience difficulty with sending faxes overseas, you may want to use the overseas mode.

KEYS TO BE PRESSED

1. Insert the documents into the feeder.
2. Press **FUNCTION**.
3. Press **1**.
4. Press **3**.
5. Press **←** (left arrow) or **→** (right arrow) to switch to ON.
6. Press **SET**.
7. Press **STOP** to exit.
8. Then start fax sending operation.
(See page 6-3.)
After sending your fax, the machine will revert to OFF.

STATUS OF LCD DISPLAY



Setting Your Fax Machine for Multiple Resolution Transmission

You can set the resolution of the documents you send by pressing the Resolution key. Once you set the resolution, all the pages will be sent with the same resolution. However, there may be times when you want to send some pages with one type of resolution, such as "standard", and other pages in another resolution, such as "photo." If you send all pages in photo resolution, for instance, it would take a great deal of time. It would be nice if you could specify what pages are to be sent with what resolution to minimize transmission time. You are in luck because you can make such a setting using the 1. TEMP. SETTINGS function.

KEYS TO BE PRESSED

1. Insert the documents into the feeder.
2. Press **FUNCTION**.
3. Press **1**.
4. Press **2**.
5. Press **←** (left arrow) or **→** (right arrow) to find the resolution you want for the page in your documents.
Example: FINE.
6. Press **SET**.
Return to step 5 for setting the resolution for page 2 and the following pages.
7. When you finished setting the resolution for all your pages, press **STOP**.
8. Enter the fax number.
9. Press **START**.
The resolution will revert to **STANDARD** after the documents have been sent.

STATUS OF LCD DISPLAY

09/12/1993 15:25

FAX: NO. & START

COPY: PRESS COPY

1. TEMP. SETTINGS

1. TEMP. SETTINGS

2. RESOLUTION

PAGE 01: STANDARD

SELECT < > & SET

PAGE 01: FINE

PAGE 02: FINE

FAX: NO. & START

COPY: PRESS COPY

FOR YOUR INFORMATION

About Resolutions...

Your fax machine can see only in black and white, so when you send a color photograph, even with photo resolution, different colors may appear as the same shade of gray on the receiving fax.

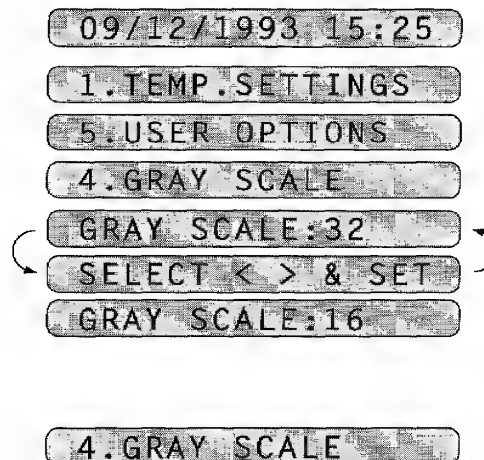
Gray Scale

You can set initial gray scale level either 16 or 32. The initial setting is 32. This is the initial level of photo mode which is effective to sending photographs. Even if you want to send a document with 32 level photo mode, if the receiving machine does not have super fine mode, the machine will fall back to 16 level automatically. Therefore, if you send frequently to such a machine, you may want to set initial gray scale level to 16.

KEYS TO BE PRESSED

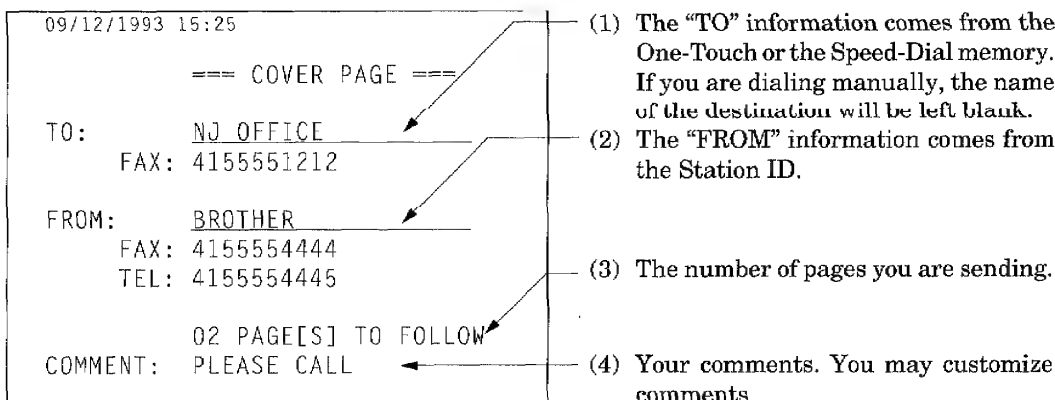
1. Press **FUNCTION**.
2. Press **5**.
3. Press **4**.
4. Press **←** (left arrow) or **→** (right arrow) to choose either 16 or 32.
Example: 16.
5. Press **SET**.
6. Press **STOP** to exit.

STATUS OF LCD DISPLAY



Sending a Fax with a Cover Page

An automatic Cover Page will allow you to send details of who the fax is going to, who it is from and when if it was sent. This is what the Cover Page looks like:



KEYS TO BE PRESSED

1. Insert the documents into the feeder.
2. Press **COVERPAGE**.
3. Use ← (left arrow) or → (right arrow) to select the comment you want.
Example: 2.PLEASE CALL.
4. Press **SET**.
5. Enter the number of pages you are sending. (Enter "0", "0" to leave the number of pages blank.)
The Cover Page light should come on.
6. Enter the fax number and press **START**.

STATUS OF LCD DISPLAY

09/12/1993 15:25

FAX: NO. & START

COPY: PRESS COPY

1.COMMENT OFF

SELECT < > & SET

2.PLEASE CALL

TOTAL PAGES? :00

ENTER FAX NO.

PRESS START KEY

DIALING

FOR YOUR INFORMATION

The Comments Section on the Cover Page

You can choose from among 6 options. The first option is to send no comment at all. The next 3 are built-in comments, and the last two are ones you can set yourself. (For more information see page 6-17.)

1. COMMENT OFF
2. PLEASE CALL
3. URGENT
4. CONFIDENTIAL
5. (Your own customized comment).
6. (Your own customized comment).

Setting Cover Page ON/OFF

If you often send an automatic Cover Page, you can set it to ON to avoid having to set up the details of the Cover Page each time. Here is how you can switch the setting for the automatic Cover Page to ON or OFF:

KEYS TO BE PRESSED	STATUS OF LCD DISPLAY
1. Press FUNCTION .	09/12/1993 15:25
2. Press 5 .	1.TEMP.SETTINGS
3. Press 3 .	5.USER OPTIONS
	3.COVERPAGE
	COVERPAGE:OFF
4. Press ← (left arrow) or → (right arrow) to choose ON or OFF. Example: ON.	SELECT < > & SET
	COVERPAGE:ON
5. Press SET .	1.COMMENT OFF
	SELECT < > & SET
6. If you selected ON, you need to select a comment, by pressing ← (left arrow) or → (right arrow). Example: 2.PLEASE CALL.	2.PLEASE CALL
7. Press SET . The Cover Page light should come on.	3.COVERPAGE
8. Press STOP to exit.	

FOR YOUR INFORMATION

Sending an Automatic Cover Page

If you have the Cover Page ON/OFF setting to ON, the total number of pages will not be printed on the Cover Page. Also, the comment you selected when you set it to ON will be printed on all the Cover Pages you send.

Helpful Hints

Even if the Cover Page ON/OFF setting is ON, you can avoid sending an electrical Cover Page by pressing **COVERPAGE** once.

You can turn off the Cover Page light by pressing **COVERPAGE**.

Customizing Your Cover Page Comment

You can customize the comment on your Cover Page as follows:

KEYS TO BE PRESSED	STATUS OF LCD DISPLAY
1. Press FUNCTION .	09/12/1993 15:25
2. Press 7 .	1. TEMP. SETTINGS
3. Press 6 .	7. SETUP SYSTEM
	6. SET COVERPAGE
	5. _____
4. Press ← (left arrow) or → (right arrow) to select 5 or 6 where you wish to store a comment. Example: 5.	SELECT < > & SET
	5. _____
5. Press SET .	5. _____
6. Enter your customized comment by using the number keys (up to 27 characters). (See page 3-5 for more details) Example: TOP SECRET .	5. TOP SECRET
7. Press SET .	6. SET COVERPAGE
8. Press STOP to exit.	

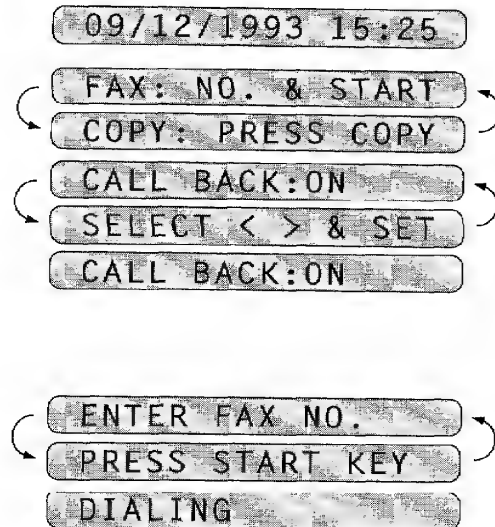
Sending a Fax with Call Reservation

You can send a fax and then talk to the recipient using the Call Reservation feature. When your fax has been printed on the receiving end, the receiving fax machine will ring as if it were receiving a telephone call. If the recipient picks up the handset, your fax machine will ring. Then you can pick up your handset and start a conversation. If the recipient does not pick up the handset when the Call Reservation function is ON, your fax machine will leave a fax message to have them call you back if you have the CALL BACK MESSAGE set to ON.

KEYS TO BE PRESSED

1. Insert the documents into the feeder, then press **CALL**.
2. Use ← (left arrow) or → (right arrow) to select Call Back Message ON or OFF.
Example: Call Back Message ON.
3. Press **SET**.
The call light should come on.
4. Enter the fax number, then press **START**.
5. Pick up your handset if it rings.

STATUS OF LCD DISPLAY



```

09/12/1993 15:25
=== CALL BACK MESSAGE ===

TO:      NJ OFFICE
FAX: 4155551212

FROM:    BROTHER

PLEASE CALL AT [TEL] 4155554445
              [FAX] 4155554444
    
```

FOR YOUR INFORMATION

Using the Call Reservation Function

1. There are some fax machines that will not respond to this function.
2. When it is auto re-dialing, you cannot use the Call Reservation function, but if Call Back Message is ON, your fax machine will leave a Call Back Message to have the other party call you back.
3. You cannot use Call Reservation with the timer or with the polling function.

ECM (Error Correction Mode) Feature

The Error Correction Mode (ECM) is a means for checking the integrity of a fax transmission while it is in progress. ECM transmissions are only possible between machines that both have the ECM feature. Your machine has this ECM feature so that if other party has ECM, you can send and receive integral fax message.

This feature requires a certain memory so that if there is not available certain memory, ECM may not work.

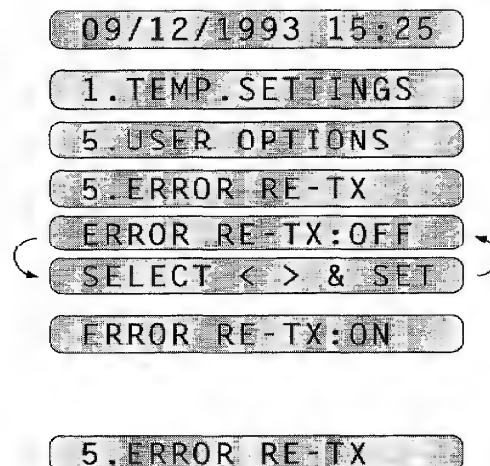
Error Re-Transmission

In case of the transmission with the non ECM machine, there is no way to send integral message by the accidental noise. However, if you activate Error Re-Transmission ON, the machine will send same page again in case that some error occurred by accidental noise.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **5**.
3. Press **5**.
4. Press **←** (left arrow) or **→** (right arrow) to choose either ON or OFF.
Example: ON.
5. Press **SET**.
6. Press **STOP** to exit.

STATUS OF LCD DISPLAY












- This feature is only available for memory transmission.

7. RECEIVING FAXES AND OTHER CALLS

Selecting an Answer Mode

There are 4 answer modes for your fax machine. You can choose one by pressing the Answer Mode key repeatedly until you find the mode you want. Choose one that suits your needs. If you need more information about a particular mode, refer to the page number given.

(☐ means light off.  means light on.)

Answer Mode		For	See Page
1. MANUAL	<input type="checkbox"/> AUTO ANS <input type="checkbox"/> TAD* <input type="checkbox"/> F/T	Answers each call manually. Mainly uses for telephone.	7-2
If you want to answer each incoming call, choose MANUAL mode			
2. AUTO	 AUTO ANS <input type="checkbox"/> TAD* <input type="checkbox"/> F/T	Dedicated fax use. Telephone line and fax line are separate.	7-2
If you use your telephone line exclusively for sending and receiving faxes, you may want to use AUTO mode. In this mode, you can receive all your incoming faxes automatically.			
3. F/T	<input type="checkbox"/> AUTO ANS  TAD*  F/T	Both fax and telephone use. When you share one line for your telephone and fax machine.	7-3
If you want to use your telephone line for both fax and telephone, you may want to choose F/T mode. In F/T mode, your fax machine will answer incoming faxes automatically.			
4. TAD (Only for FAX-740M)	 AUTO ANS  TAD  F/T	Use with external TAD (Telephone Answering Device).	7-7
When you want to use your fax machine together with your telephone answering machine, choose TAD mode.			
5. MSG CTR (Only for FAX-780MC)	 AUTO ANS  MSG CTR  F/T	Use MSG CTR. When you are not at home.	8-1
When you want to use your fax machine for the Message Center, choose MSG CTR mode. Please read Chapter 8.			

* If you use the FAX-780MC, the panel printed letter TAD is converted to MSG CTR.

RECEIVING FAXES AND OTHER CALLS

Manual Reception (MANUAL mode)

When you set the Answer Mode to manual, you can answer each incoming call yourself. Here is what you should do when using MANUAL mode:

If You Get a...	Then You Should...
1. Regular phone call	Talk as you normally would.
2. Phone call and request to send a fax	Press START after finishing talking, and replace the handset. Note : Sender must also press START .
3. Fax tone...	Press START , and replace the handset.

Automatic Fax Reception (AUTO mode)

You can automatically receive all your faxes in Automatic Fax Reception mode (AUTO mode). Select this mode by pressing the Answer Mode key.

Setting the Ring Delay

You can set up the number of rings before the fax machine will receive automatically in AUTO and F/T mode.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **6**.
3. Press **2**.
4. Press **←** (left arrow) or **→** (right arrow) repeatedly until you find the number of rings you want.
Example: **00**.
When you set 00, you can receive your incoming faxes without any ring delays.
5. Press **SET**.
6. Press **STOP** to exit.

STATUS OF LCD DISPLAY

09/12/1993 15:25

1.TEMP.SETTINGS

6.TEL OPTIONS

2.RING DELAY

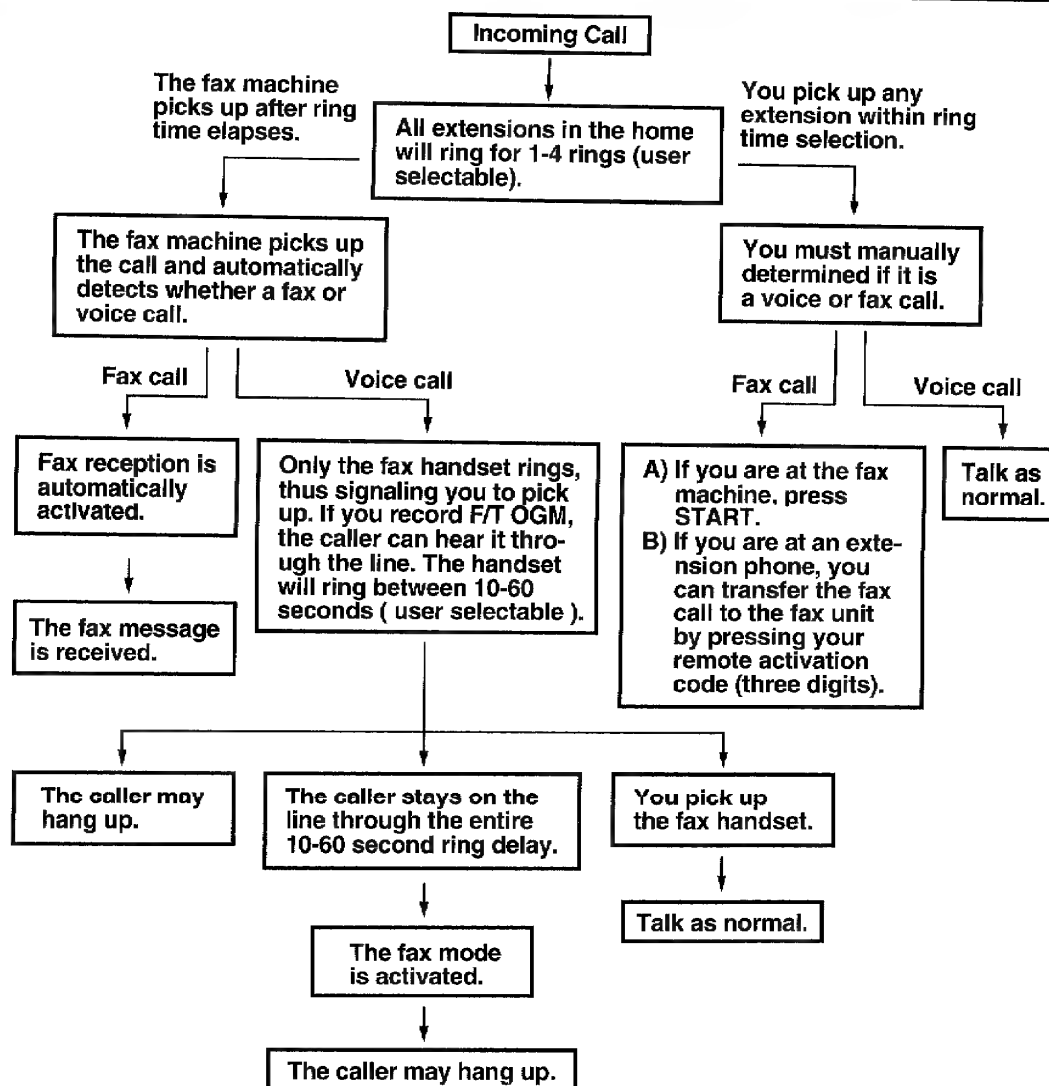
RING DELAY:02

SELECT < > & SET

RING DELAY:00

2.RING DELAY

The F/T Switch (F/T Mode)



Setting the F/T Ring Time

You can specify the maximum time you want the fax machine to ring in case of telephone. There are four predefined settings; 10, 20, 30 or 60 seconds.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **6**.

STATUS OF LCD DISPLAY

09/12/1993 15:25

1.TEMP.SETTINGS

6.TEL.OPTIONS

RECEIVING FAXES AND OTHER CALLS

3. Press **5**.

5.F/T RING TIME

RING TIME:20 SEC

SELECT < > & SET

RING TIME:10 SEC

4. Press **←** (left arrow) or **→** (right arrow) repeatedly until you find the setting you want.

Example: 10 SEC.

5. Press **SET**.

5.F/T RING TIME

6. Press **STOP** to exit.

Recording a F/T Outgoing Message (OGM) (Only for FAX-780MC)

You can store an outgoing message in your fax machine so that callers know what to do. For example, you can leave a message that says:

"This number is connected to a fax machine. If you send a fax, please wait until you hear a fax tone or press (your remote activation code) and **START**. If this is a phone call, please stay on the line."

KEYS TO BE PRESSED

1. Press **FUNCTION**.

2. Press **8**.

3. Press **6**.

4. Press **←** (left arrow) or **→** (right arrow) repeatedly until you get the F/T OGM.

5. Press **SET**.

6. Press **RECORD**.

7. Pick up the handset.

8. Record a message within 20 seconds.

9. Press **STOP**, and replace the handset.
The recorded message is played automatically.

10. Press **STOP** to exit.

STATUS OF LCD DISPLAY

09/12/1993 15:25

1.TEMP.SETTINGS

8.SETUP MSG CTR

6. OGM

MSG CTR OGM

SELECT < > & SET

F/T OGM

REC/ERASE/PLAY?

PICK UP HANDSET

RECORD OGM:00/20

RECORD OGM:15/20

REPLACE HANDSET

PLAYING OGM

F/T OGM

SELECT < > & SET

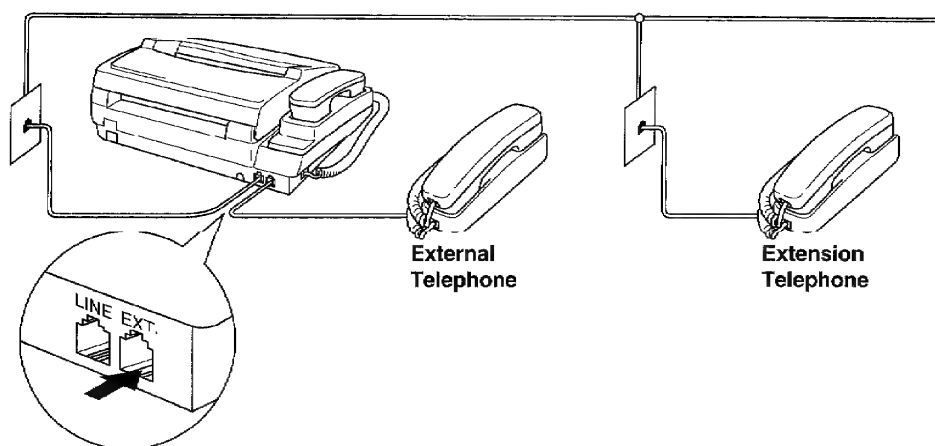
Helpful Hints It is not necessary to have an outgoing message. The F/T mode will work fine without one. It is only to help the caller understand the status of your machine.

Remote Activation

If you are using a touch tone phone, you can remotely activate or deactivate your fax machine from an external phone (a phone connected to your fax machine) or from an extension phone (a phone connected to the same line as your fax machine).

Connecting an External or Extension Telephone to the Unit

You may connect an external telephone or extension to your fax machine, as shown below. Use the EXT. jack on your fax machine. Alternatively, you may wish to use this EXT. jack to connect a telephone answering device (TAD).



If the external telephone is in use, the warning message "EXT. TEL IN USE" will be displayed. When the handset on the fax machine is picked up, an alarm will sound. You can disconnect the external phone and switch to fax machine by pressing **HOOK**.

Using Remote Codes

If you are on an external phone (or extension phone), and you get an incoming fax call, you can transfer the call back to your fax machine by entering a remote activation code. In the same situation, if you get a telephone call from someone who requests that you switch on your fax, you can transfer the call back to your fax machine with this code. Also, you can deactivate the fax machine with another remote code during the F/T ringing from extension phone. In essence you have one remote code to activate your fax machine and one remote code to deactivate it. **The remote code to activate is "*51", and the remote code to deactivate is "#51".** If you want to set your own code, see the following section, "Registering Remote Codes".

RECEIVING FAXES AND OTHER CALLS

FOR YOUR INFORMATION

Limitation of Using External (or Extension) Phones

1. If you accidentally pick up an extension phone when a fax is coming in, you may disrupt the transmission or render some portions unreadable.
2. The remote activation and deactivation code may not work with some telephone systems or telephone sets.

Registering Remote Codes

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **7**.
3. Press **5**.
4. Press **←** (left arrow) or **→** (right arrow) to choose ON or OFF.
Example: ON.
5. Press **SET**.
6. Enter new remote code to activate.
(Factory setting is “*51”.)
7. Enter new remote code to deactivate. (Factory setting is “#51”.)
8. Press **STOP** to exit.

STATUS OF LCD DISPLAY

09/12/1993 15:25

1. TEMP. SETTINGS

7. SETUP SYSTEM

5. REMOTE CODE

REMOTE ACT.: ON

SELECT < > & SET

REMOTE ACT.: ON

ACT. CODE: *51

DEACT. CODE: #51

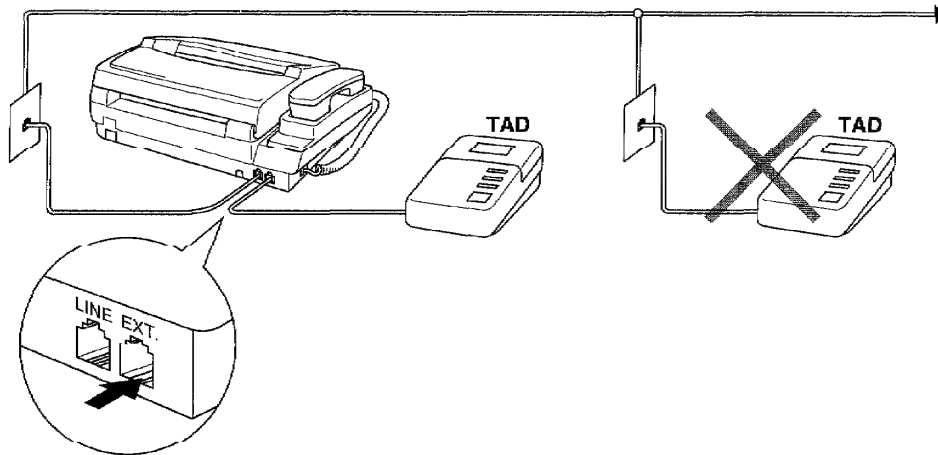
5. REMOTE CODE

The TAD Mode *(Only for FAX-740M)*

When you leave your fax machine set in TAD mode, phone calls will be forwarded to the externally connected telephone answering device, and your fax calls will be received automatically. When you connect the external TAD to FAX-780MC, you should choose MSG CTR mode and preset Memory Usage to FAX ONLY and EXT.TAD ON. (See page 8-2.)

Connecting an External TAD to the Unit

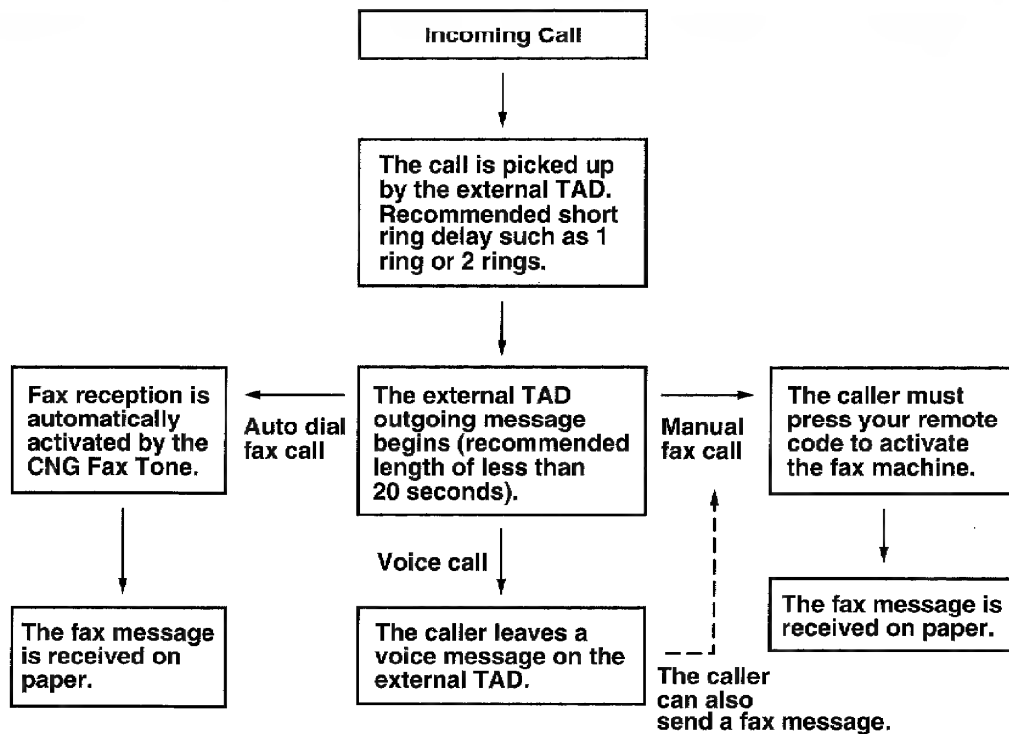
You may connect an external TAD to your fax machine, as shown below. Use the EXT. jack on your fax machine.



Helpful Hints When You Use TAD Mode

1. You can inform callers beforehand that if they call manually and get your telephone answering device when they want to send a fax, all they have to do is press your remote code to activate (*51 unless you have changed it) your fax machine by a touch tone phone.
2. Another alternative is to record a TAD message that says, for example, "This answering machine is connected to a fax unit. If you may leave a voice message, please speak after beep. If you may send a fax message, please press (your remote activation code) after beep. Thank you."
3. You need to erase the incoming messages on your external telephone answering device when it's full, or TAD mode will not answer any calls, faxes or otherwise.

RECEIVING FAXES AND OTHER CALLS



Telephone Answering Device

1. Set the telephone answering device so that it is ready to record incoming telephone calls.
2. **Set the number of rings to one or two on your telephone answering device.**
3. Try to record the shortest possible message on your telephone answering device **(up to 20 seconds).**

Please note that some faxes that are sent manually cannot be received automatically because some fax machines do not send a fax tone in manual mode.

So you must indicate a remote activation code for the caller to enter. (See page 7-5, 6.)

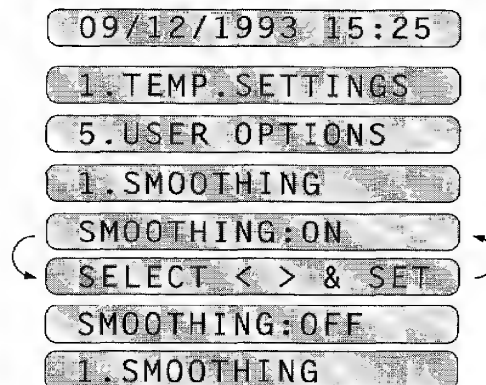
Smoothing

The smoothing feature enhances the appearance of incoming faxes by making the lines smooth and takes no additional time. This function does not apply to outgoing faxes, or to lists or reports you print. The initial setting is ON.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **5**.
3. Press **1**.
4. Press **←** (left arrow) or **→** (right arrow) to choose ON or OFF.
Example: OFF.
5. Press **SET**.
6. Press **STOP** to exit.

STATUS OF LCD DISPLAY



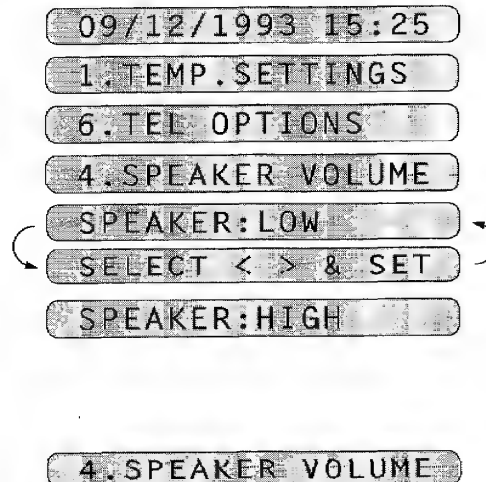
Speaker Volume

There are three settings available for the speaker volume, OFF, LOW or HIGH. This setting controls the loudness of the fax machine's speaker, which is connected to the phone line. The initial setting is LOW.

KEYS TO BE PRESSED

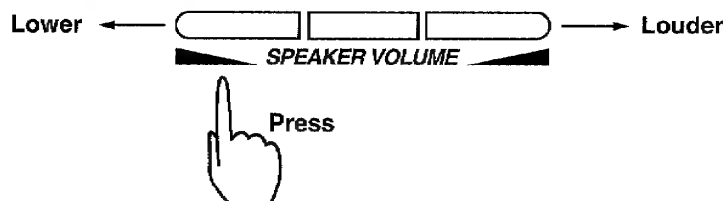
1. Press **FUNCTION**.
2. Press **6**.
3. Press **4**.
4. Press **←** (left arrow) or **→** (right arrow) to choose a setting either OFF, LOW or HIGH.
Example: HIGH.
5. Press **SET**.
6. Press **STOP** to exit.

STATUS OF LCD DISPLAY



RECEIVING FAXES AND OTHER CALLS

If you want to change the speaker volume temporarily, use the panel key as below. (Only for FAX-780MC)



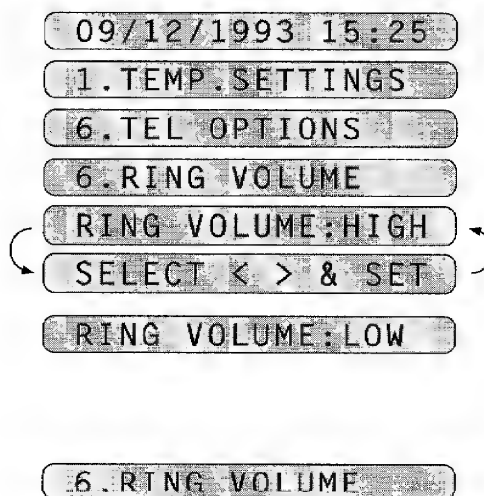
Ring Volume

You can set the ring volume to either OFF, LOW or HIGH. The initial setting is HIGH.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **6**.
3. Press **6**.
4. Press **←** (left arrow) or **→** (right arrow) to choose either OFF, LOW or HIGH.
Example: LOW.
5. Press **SET**.
6. Press **STOP** to exit.

STATUS OF LCD DISPLAY



Helpful Hints Even the ring volume is set OFF, during F/T ringing and Call Reservation, it will ring with LOW volume.

FOR YOUR INFORMATION

Reception into Memory

If the paper roll become empty, the LCD display the message "PAPER ROLL EMPTY". Then please put in the new paper roll. (See page 1-2.)

Your fax machine will automatically store any incoming faxes in its memory if it runs out of paper. The contents of the memory will be printed when you replace the paper roll. The memory will not be lost as long as you do not turn off the machine or disconnect the power (only for FAX-740M, as for 780MC see page 8-16).

8. MESSAGE CENTER SETTINGS

(ONLY FOR FAX-780MC)

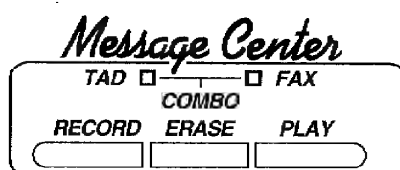
A) BASIC SETUP

What Is the Message Center?

The Message Center is a large flexible memory to more effectively manage your voice and fax messages, while you are out.

This flexible memory can be utilized for voice messages, fax messages or a combination that stores both types based on a "first come first served" basis.

The key factor in effectively using this valuable function is to carefully read the following Message Center settings section.

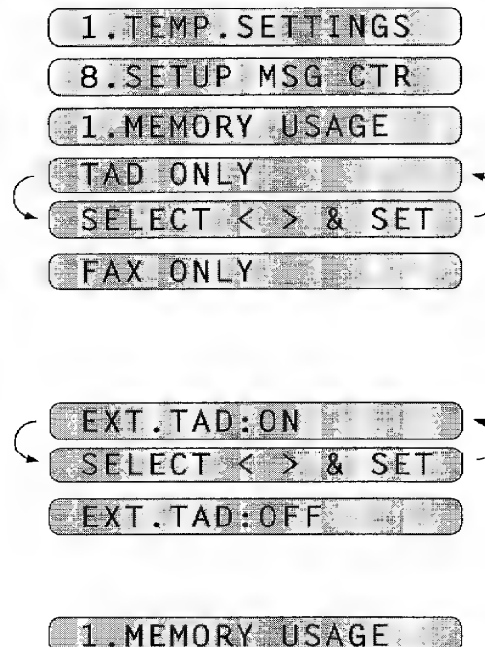


How to Set Memory Usage

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **8**.
3. Press **1**.
4. Press **←** (left arrow) or **→** (right arrow) to select the type of memory usage you want.
Example: FAX ONLY.
5. Press **SET**.
6. If you select FAX ONLY, you need to set EXT. TAD ON/OFF.
Example: EXT. TAD OFF.
7. Press **SET**.
8. Press **STOP** to exit.

STATUS OF LCD DISPLAY

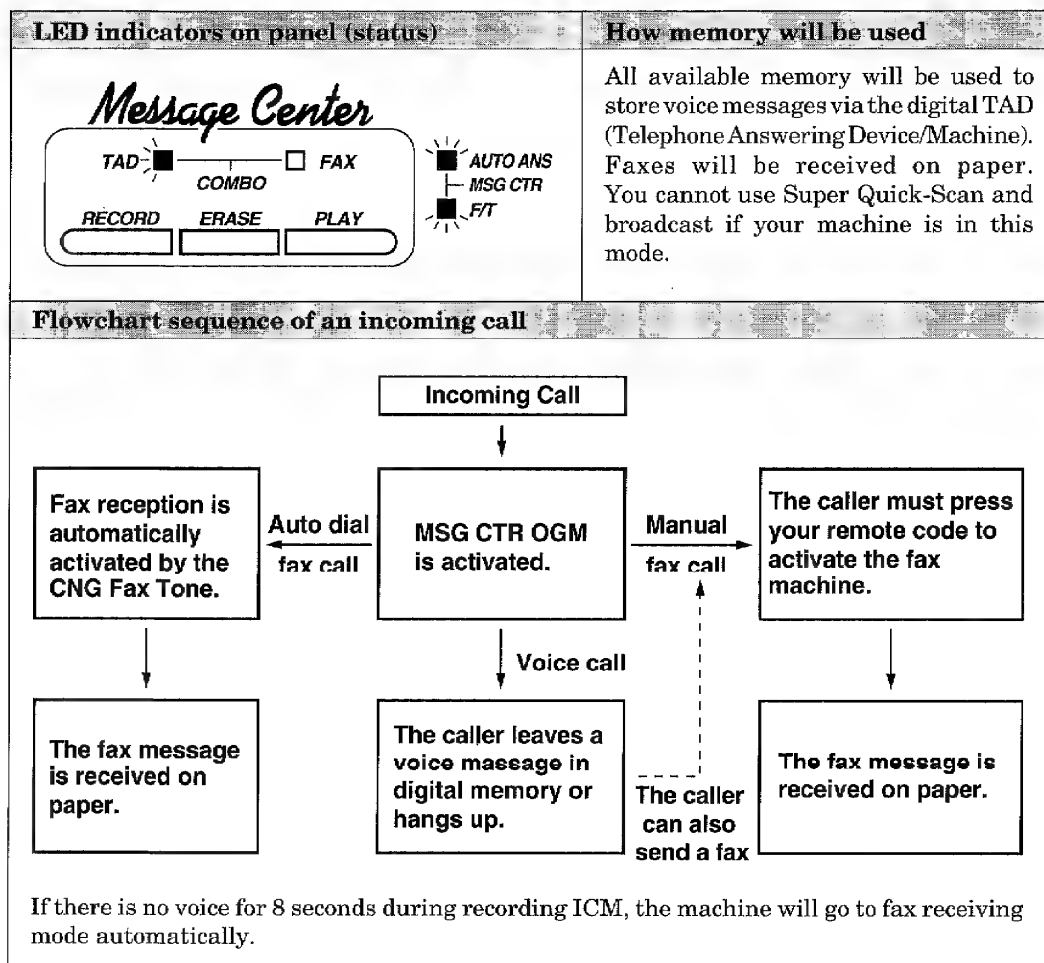


Types of Memory Usage (Overview)

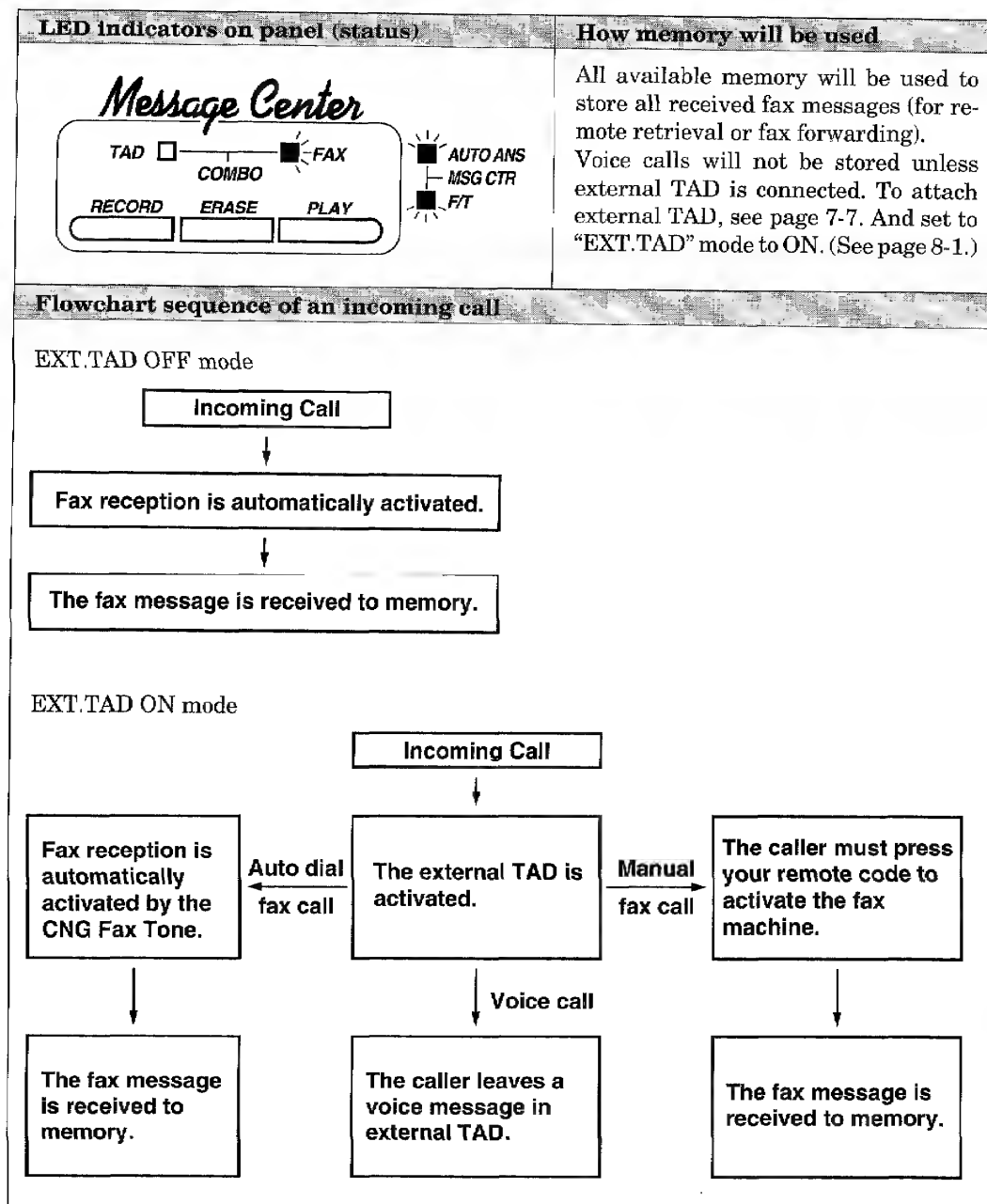
There are three ways to allocate the Message Center memory, depending on which best fits you need. You may need to use only one mode on a regular basis, but periodically change modes to meet high or low message days. The three modes are as follows:

(□ means light off. ■ means light on.)

1) TAD ONLY mode (Voice storage)

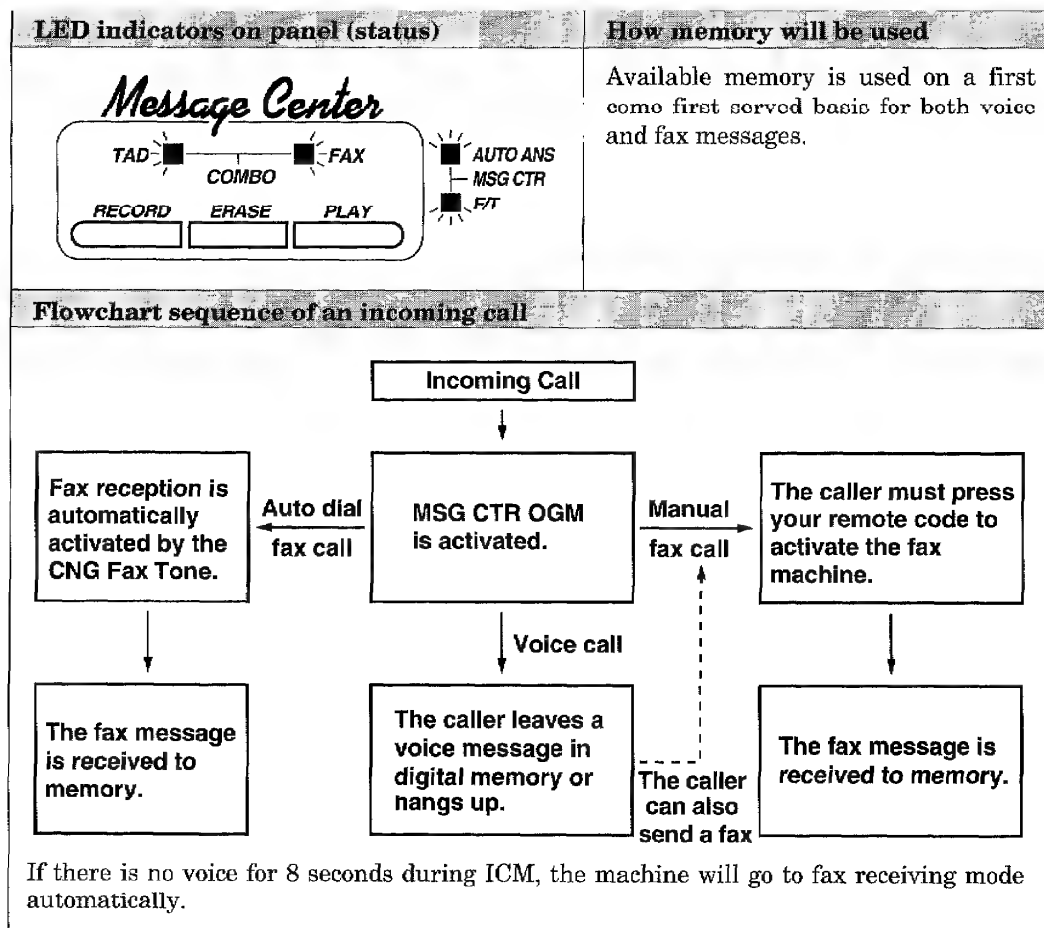


2) FAX ONLY mode



MESSAGE CENTER SETTINGS *BASIC SETUP*

3) COMBO mode



Recording a MSG CTR Outgoing Message (OGM)

The next step in getting your Message Center ready is to record an outgoing message (OGM). The OGM that you record will depend on the mode you choose.

Example of Message Center OGM (TAD ONLY and COMBO mode)

"Hi, I'm not in right now but you can leave a voice message after the long beep or send me a fax by pressing (three digit remote code) and start now or after you left a voice message." (See page 7-6 for remote code.)

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **8**.
3. Press **6**.
4. Press **←** (left arrow) or **→** (right arrow) repeatedly until you get the MSG CTR OGM.
5. Press **SET**.
6. Press **RECORD**.
7. Pick up the handset.
8. Record a message shorter within 20 seconds.
9. Press **STOP** and replace the handset.
The recorded message is played automatically.
10. Press **STOP** to exit.

STATUS OF LCD DISPLAY

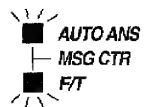


- Helpful Hints**
- * Remember to notify your caller of your remote code (three digit), so that you are able to receive fax messages from those who call manually or using **HOOK**.
 - * Always remember that your OGM is there to help the caller, so don't forget to include useful information.
 - * Before recording Message Center OGM, you can not set Message Center mode.

Activating the Message Center

Now that you have selected the type of memory usage you need (see page 8-1) and recorded your outgoing message (see page 8-5), you are ready to turn your Message Center on, for when you are ready to leave your home or office.

To activate Message Center



Press the Answer Mode key on the control panel until both the "AUTO" and "F/T" lights are on.

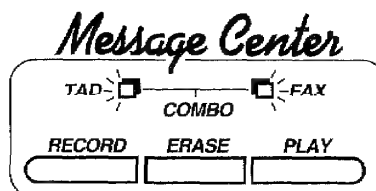
...Then you can easily identify which Message Center mode you are in by viewing the Message Center indicator lights. (See page 8-1 for explanation.)

How Do I Know Messages Have Been Received?

Once you return home or to the office you can easily and quickly find out if any voice or fax messages have been stored in the Message Center. There are two ways to determine if messages are stored.

- (1) If the TAD and /or FAX indicator lights are flashing, there is a new message stored.

(means flashing.)



- (2) The LCD display will indicate the number of TAD and/or FAX message stored.

TAD: 03 FAX: 02

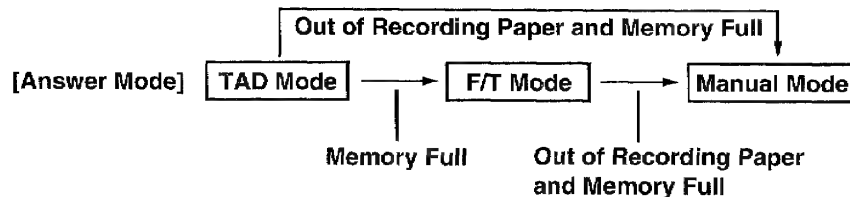
(See page 8-9 for playing ICM.)

(See page 8-12 for printing faxes.)

FOR YOUR INFORMATION

What Happens When the Memory Is Full...

If the memory becomes full when you have set your fax machine to Message Center mode, the machine will automatically change to F/T mode. (LED lights do not change.) In this mode, the fax machine can automatically accept incoming faxes. Then, if your fax machine should run out of paper, answer mode will automatically shift to manual mode.



B) TAD SETTINGS AND OPTIONS

Playing Back Your Outgoing Message (OGM)

KEYS TO BE PRESSED	STATUS OF LCD DISPLAY
1. Press FUNCTION .	1. TEMP. SETTINGS
2. Press 8 .	8. SETUP MSG CTR
3. Press 6 .	6. OGM
4. Press ← (left arrow) or → (right arrow) to select either MSG CTR OGM or F/T OGM. Example: MSG CTR OGM.	MSG CTR OGM SELECT < > & SET MSG CTR OGM
5. Press SET .	REC/ERASE/PLAY?
6. Press PLAY to start playing your outgoing message.	PLAYING OGM
7. Press STOP to exit.	

Erasing Your Outgoing Message (OGM)

KEYS TO BE PRESSED	STATUS OF LCD DISPLAY
1. Press FUNCTION .	1. TEMP. SETTINGS
2. Press 8 .	8. SETUP MSG CTR
3. Press 6 .	6. OGM
4. Press ← (left arrow) or → (right arrow) to select either MSG CTR OGM or F/T OGM. Example: MSG CTR OGM.	MSG CTR OGM SELECT < > & SET MSG CTR OGM
5. Press SET .	REC/ERASE/PLAY?
6. Press ERASE .	ERASE OGM? 1. CLEAR 2. EXIT
7. Press 1 to erase OGM.	REC/ERASE/PLAY?
8. Press STOP to exit.	

Recording Memo

You can record a memo in your facsimile for someone who also uses it in your home or office. (You can record a memo in all mode exception in the FAX ONLY mode.)

KEYS TO BE PRESSED

1. Press **RECORD**.
2. Pick up the handset and speak your memo (up to ICM MAX. TIME).
3. Press **STOP**, and replace the handset.

STATUS OF LCD DISPLAY

PICK UP HANDSET

REC.MEMO:00/30

REC.MEMO:20/30

TAD:01 FAX:00

Two-way Recording

You can record a telephone conversation simply press **RECORD** during conversation (up to ICM MAX. TIME). During two-way recording, a beep sounds every 14 seconds to notify the caller. You can play or erase this recording same as MEMO recording.

Setting the Maximum Time for Incoming Messages (ICM MAX. TIME)

Although the initial setting on your fax machine for the maximum length of an incoming voice messages is 30 seconds, you can adjust it. You have a choice of setting it anywhere from 20 seconds to 60 seconds, at 5 seconds intervals. This time is also used for max. time of memo recording.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **8**.
3. Press **5**.
4. Press **←** (left arrow) or **→** (right arrow) to select the maximum time for incoming messages and memo recording.
Example: 25 SEC.
5. Press **SET**.
6. Press **STOP** to exit.

STATUS OF LCD DISPLAY

1. TEMP. SETTINGS

8. SETUP MSG CTR

5. ICM MAX. TIME

MESSAGE 30 SEC

SELECT < > & SET

MESSAGE 25 SEC

5. ICM MAX. TIME

Playing Incoming Message(ICM) and Recorded Memo

KEYS TO BE PRESSED

1. Press **PLAY**.

- The machine will play first ICM then Memo continuously from the oldest one in ICM/MEMO.
- LCD shows the time and date of the playing message when it comes in for first two seconds.
- After two seconds, LCD shows the current message number/total number of messages.
- If you want to play MEMO only, press **SHIFT + PLAY** together.
- You can use ← (left arrow) to play again the message. If you press at the top of the message (while beeping), play previous message.
- You can use → (right arrow) to skip next message.

2. Press **STOP** to exit.

STATUS OF LCD DISPLAY

TAD:03 FAX:02

09/12/1993 14:00

MESSAGE 01/03

Erasing Incoming Messages (ICM) and Recorded Memo

There are two ways to erase ICM and Memo, one is one by one erasing and the other is all in one erasing ICM and Memo together.

One by One Erasing

KEYS TO BE PRESSED

1. Press **PLAY** and begin to play.
2. Press **ERASE** before you hear the beep which means the beginning of next message.
3. Press **1** to erase this message or **2** to exit not to erase.
4. Press **STOP** to exit.

STATUS OF LCD DISPLAY

MESSAGE 01/03

ERASE THIS MSG?

1. CLEAR 2. EXIT

NOTE

If you press **ERASE** at beep, it means you will erase next message.

All in One Erasing

You can erase all TAD or FAX message at once.

KEYS TO BE PRESSED

1. Press **ERASE** when the display asks you whether you want to erase.
2. Press **←** (left arrow) or **→** (right arrow) to select whether you want to erase all voice messages (TAD), all document messages (FAX), or all messages (MSG).
Example: ALL TAD.
3. Press **SET**.
4. Press **1** to erase or **2** to cancel.

STATUS OF LCD DISPLAY

TAD:03 FAX:02

ERASE ALL TAD?

SELECT < > & SET

ERASE ALL TAD?

ERASE ALL TAD?

1.CLEAR 2.EXIT

TAD:00 FAX:02

Setting the Toll Saver

When the Toll Saver function is ON, the phone will ring only once if you **do** have any incoming messages, and will ring 3 times if you **do not** have any. This way, you can immediately tell if you have any messages and save on your phone bill. (If it rings twice you can hang up.)

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **8**.
3. Press **9**.
4. Press **←** (left arrow) or **→** (right arrow) to select ON or OFF.
Example: ON.
5. Press **SET**.
6. Press **STOP** to exit.

STATUS OF LCD DISPLAY

09/12/1993 15:25

1.TEMP.SETTINGS

8.SETUP MSG CTR

9.TOLL SAVER

TOLL SAVER:ON

SELECT < > & SET

TOLL SAVER:ON

9.TOLL SAVER

Playing OGM ON/OFF Setting

If you set Playing OGM to ON, the recorded MSG CTR or F/T OGM is re-played if you change the receiving mode to MSG CTR or F/T, respectively.

The initial setting is ON. If you need not to re-play, set your playing OGM setting to OFF.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **8**.
3. Press **8**.
4. Use **←** (left arrow) or **→** (right arrow) to select the Playing OGM Setting ON or OFF.
Example: OFF.
5. Press **SET**.
6. Press **STOP** to exit.

STATUS OF LCD DISPLAY

09/12/1993 15:25

1.TEMP.SETTINGS

8.SETUP MSG CTR

8.PLAYING OGM

PLAYING OGM:ON

SELECT < > & SET

PLAYING OGM:OFF

8.PLAYING OGM

C) FAX MEMORY RECEPTION SETTINGS AND OPTIONS

Back-up Printing Option

When you choose the "FAX ONLY" or "COMBO" mode of the Message Center, all incoming fax messages are stored into available memory, and since the factory preset for the "Back-up printing option" is set to ON, you will also get a copy printed on paper. To change the back-up printing option to OFF so the fax are stored without a back-up copy. Do the following:

KEYS TO BE PRESSED	STATUS OF LCD DISPLAY
1. Press FUNCTION .	09/12/1993 15:25
2. Press 8 .	1.TEMP.SETTINGS
3. Press 2 .	8.SETUP MSG CTR
	2.BACKUP PRINT
	BACKUP PRINT:ON
4. Press ← (left arrow) or → (right arrow) to access the OFF setting. Example: OFF.	SELECT < > & SET
	BACKUP PRINT:OFF
5. Press SET .	2.BACKUP PRINT
6. Press STOP to exit.	

Printing a Fax Message

You can print out a fax message stored into the memory.

KEYS TO BE PRESSED	STATUS OF LCD DISPLAY
1. Press FUNCTION .	TAD:03 FAX:02
2. Press 8 .	1.TEMP.SETTINGS
3. Press 7 .	8.SETUP MSG CTR
	7.PRINT FAX
4. Press START .	PRESS START KEY
	PRINTING
5. Press STOP to exit.	7.PRINT FAX

FOR YOUR INFORMATION

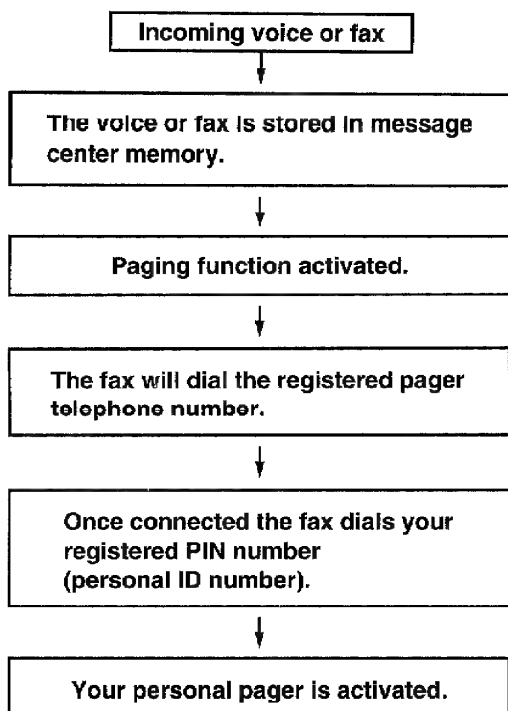
Erasing and Printing FAX Messages

1. It is not possible to erase a single fax message, you can only erase them all or none of them. (See page 8-10.)
2. If you decide to erase all fax messages, your fax machine will automatically print out the fax messages which have not been previously printed, before erasing the memory.

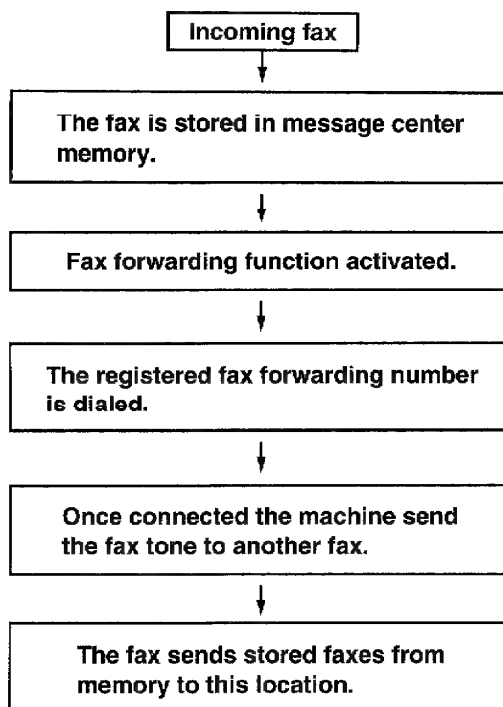
Paging/Fax Forwarding

Once you choose Message Center mode, you have an additional option of paging or fax forwarding once your fax machine receive fax or voice messages into memory.

How paging works (Paging on)



How fax forwarding works (Fax Forward on)

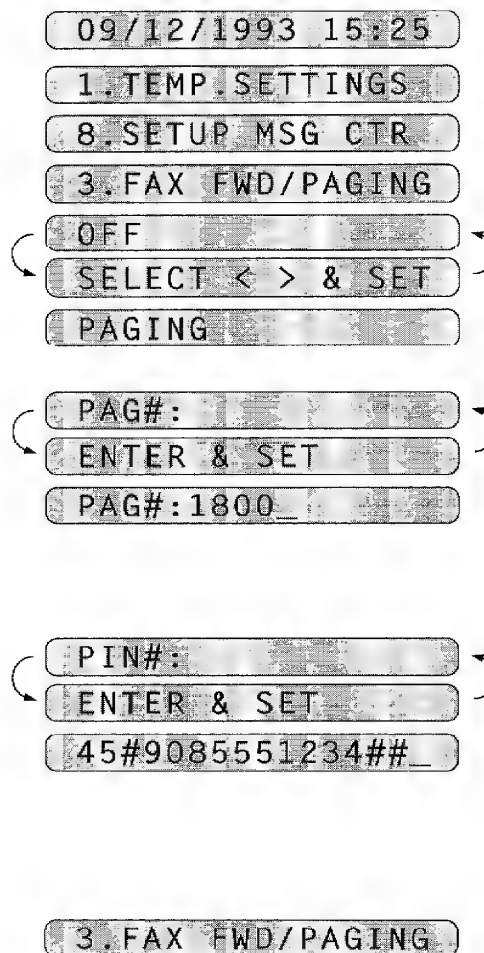


NOTICE

1. You can only activate paging or fax forwarding, they are very similar features and can not be used simultaneously.
2. The paging feature can be used in all three modes of the Message Center, since it will also page based on receipt of voice messages as well.
3. If paging is ON, you will be pages every times a voice or fax message is received into memory.

Setting the Paging and Registering Paging Number**KEYS TO BE PRESSED**

1. Press **FUNCTION**.
2. Press **8**.
3. Press **3**.
4. Press **←** (left arrow) and **→** (right arrow) to select **PAGING**.
5. Press **SET**.
6. Enter a paging number up to 20 digits. (This is the telephone number that people must call you.)
Example: **1800**.
7. Press **SET**.
8. Enter a PIN (personal identification number) number and a return number up to 20 digits. (See page 8-15.)
Example: **12345#9085551234##**.
9. Press **SET**.
10. Press **STOP** to exit.

STATUS OF LCD DISPLAY

- Paging number and PIN number cannot be changed remotely.

FOR YOUR INFORMATION

The PIN (Personal Identification Number) you enter depends on the type of paging company use. There are generally two types of paging companies...

- 1) Satellite Pagers: In this case we recommended you enter your actual satellite PIN# plus your return FAX-780MC telephone/fax number (or special alpha message).

PIN#	Return#	PIN#	Alpha Message
For Example: 12345#9085551234## or 12345#329329329##			
			FAXFAXFAX

- 2) Radio Pagers: Most* radio pagers do not require a PIN #, and in this case you should use the PIN # in the FAX-780MC only for the return number or special alpha message.

Return#	Alpha Message
For Example: 9085551234## or 329329329##	
	FAXFAXFAX

* If your radio pager utilizes a PIN # then use satellite sequence above.

The "##" symbols at the end of the special message (or return #) are used to signify the end the PIN #/Message.

Setting the Fax Forwarding and Redistering Fax Forwarding Number**KEYS TO BE PRESSED**

1. Press **FUNCTION**.
2. Press **8**.
3. Press **3**.
4. Press **←** (left arrow) and **→** (right arrow) to select FAX FORWARD.
5. Press **SET**.
6. Enter a fax forwarding number up to 20 digits. (This number can not be changed remotely.)
Example: **0000**.
7. Press **SET**.
8. Press **STOP** to exit.

STATUS OF LCD DISPLAY

09/12/1993 15:25

1. TEMP. SETTINGS

8. SETUP MSG CTR

3. FAX FWD/PAGING

OFF

SELECT < > & SET

FAX FORWARD

FWD#:

ENTER & SET

FWD#: 0000

3. FAX FWD/PAGING

- Fax Forwarding feature is available for FAX ONLY or COMBO modes.

FOR YOUR INFORMATION***Memory Back-up of message center memory***

After you plug in, it takes one day to charge the battery for memory backup of Message Center memory. It will keep memory for several hours at full charge when power interruption would happen.

D) REMOTE CONTROL ACCESS

What Is Remote Control Access?

When you leave your home or office, you will turn on your Message Center to receive voice and/or fax messages. But if you would like to deactivate Message Center or activate certain Message Center features you can control and program your fax by remote control. You are able to call your fax from any touch tone phone, enter your remote control code, and make the appropriate program commands that you need.

Setting the Remote Control Code

The initial setting for the remote control code on your new fax is "159*".

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **8**.
3. Press **4**.
4. Enter a three digit number **000** to **999**. The last digit, an asterisk, can not be changed.
Example: **160***.
The three digit number must not be the same as the remote activation and deactivation codes. (See page 7-6.)
Example: **160, 60***.
5. Wait two seconds.
6. Press **STOP** to exit.

STATUS OF LCD DISPLAY

09/12/1993 15:25

1. TEMP. SETTINGS

8. SETUP MSG CTR

4. REMOTE ACCESS

ACCESS CODE: 159*

ACCESS CODE: 160*

4. REMOTE ACCESS

Helpful Hints

Change the remote control code and use it as a "secret password" to limit access to your Message Center.

How to do remote control

1. Make sure it is touch tone phone.
2. Dial your fax machine's number.
3. Enter your remote control code after the line is connected. (See page 8-17.)
4. If you hear long beep, it means your machine received;
 - One long beep: Received FAX message.
 - Two long beeps: Received TAD message.
 - Three long beeps: Received both message.If you can not hear any long beep, it means your fax machine did not receive any message.
5. Now you can hear continuous two short beep which means you can enter Remote Control Command. (See page 8-19.)
6. Enter Remote Control Command.
7. After finish one comand, you can enter next command during two short beep.
8. Press **90** after finish remote control.

If you did a wrong operation, short three beep tells you that.

If you do not enter any Remote Control Command during continuous two short beep for 15 seconds, the machine will disconnect the line.

Remote Retrieval

If you have set your Message Center to store incoming fax messages (via FAX ONLY or COMBO modes), you have the ability to retrieve these fax documents from any remote group 3 facsimile machine.

Of course you can also remotely retrieve your voice messages as well from either any touch tone phone.

Remote fax and voice retrieval is accomplished via remote control access commands, which are described in the remainder of this chapter.

FOR YOUR INFORMATION

When to Press the Remote Control Code

Just after the line is connected, you should enter remote control code by any touch tone phone. In the MANUAL mode, you can connect the line after long ringing (about 20 rings), and 8 seconds to enter code

Remote Control Commands

You can control your fax machine by remote control command.

Remote control command		Detail Operation
91	Playing voice messages	After one long beep, the machine plays ICM and Memo.
	1 ← (Skip back)	During playing ICM and Memo, you can hear again from the top of this message. If you press 1 at the top of message, you can hear previous message.
	2 → (Skip next)	During playing ICM and Memo, you can skip to next message.
	9 STOP Playing	Stop playing ICM and Memo.
92	Record Memo	After one long beep, you can record memo. You can stop recording by pressing 9.
93	Erase all voice message	If you hear one long beep, the erase is accepted. If you hear three short beep, you can not erase because all voice message have not been played back, or there is no VOICE message to erase. *This code erases all recorded messages, not one by one.
94	Play and Record OGM in memory	
	1 Play	1 MSG CTR OGM
		2 F/T OGM
	2 Record	1 MSG CTR OGM
		2 F/T OGM
95	Changing Fax Forwarding /Paging setting	If you hear one long beep, the change is accepted. If you hear three short beep, you can not change it because the conditions (ex. registering paging number) has not been completed. * You can not change registered paging number and fax forwarding number remotely.
	1 OFF	
	2 Fax Forwarding	
	3 Paging	
96	Retrieve FAX	
	1 Memory Used List	You must use a remote fax machine in order to receive a report or stored fax messages. (See page 8-20.)
	2 00 Retrieve all FAX	
	2 "MSG No." 00 Retrieve by MSG number	
	3 Erase FAX in the memory	If you hear one long beep, you can erase fax message in the memory.
97	Check the receiving status	You can check whether your fax machine receives any FAX or TAD message. If yes, you can hear one long beep. If no, you can hear three short beep.
	1 FAX	
	2 TAD	
98	Change Answer Mode	If you can hear one long beep, you can change it. If you can hear three short beep, you can not change it. (ex. There is no MSG CTR OGM when you want to change to MSG CTR mode.)
	1 MSG CTR	
	2 F/T	
	3 AUTO	
90	Exit	After long beep, you can finish remote control.

How to Receive the Memory Used List Remotely

When you want to receive specified fax message, first you should get "Memory Used List" from your fax machine remotely.

1. Make sure you use remote fax machine's handset.
 2. Dial your fax machine's number.
 3. Enter four digit your remote control code by touch tone after connection.
 4. Press **961** during continuous two short beep.
 5. Press **START** at remote fax machine after you hear the fax tone.
 6. Replace the handset of remote fax machine.
- Now you can receive "MEMORY USED LIST".

MEMORY USED LIST			
TIME: 09/12/1993 15:25			
NAME: BROTHER			
FAX : 4155554444			
TEL : 4155554445			
TAD			
12 MESSAGES			
FAX			
TIMER:18:00	NJ OFFICE	1%	
RETRIEVAL		10%	
:09/09/1993 12:00	4155551212	NO.01	
:09/10/1993 15:05	5555151	NO.02	
		(A)	(B) (C)
FREE		70%	

← Your fax machine has received twelve TAD messages.

← You receive two FAX message;
(A) When the fax came in
(B) Sending party's number
(C) Message number

How to Retrieve the FAX Message Remotely

1. Make sure you use remote fax machine's handset.
2. Dial your fax machine's number.
3. Enter 4-digit your remote control code by touch tone after connection.
4. Press **96 2** during continuous two short beep.
5. Continuing to **96 2**, you should enter two-digit message numbers (ex. **01**) and then press **00**.
ex.) To receive NO.1 and NO.2 messages, press **96 2 01 02 00**.
If you want to retrieve all messages, simply press **00**.
ex.) To retrieve all fax messages, press **96 2 00**.
6. Press **START** at remote fax machine after you hear the fax tone.
7. Replace the handset of remote fax machine. Now you can retrieve fax message.

9. HOW TO USE COPY FUNCTIONS

Making a Single Copy

These are the steps for making one copy each of your original documents:

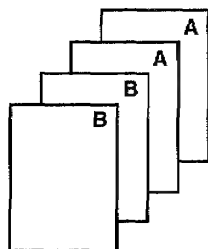
KEYS TO BE PRESSED	STATUS OF LCD DISPLAY
	09/12/1993 15:25
1. Insert the documents face down into the feeder.	FAX: NO. & START
	COPY: PRESS COPY
2. Press COPY .	NO. OF COPIES: 01
	ENTER & COPY KEY
3. Press COPY , again. Or after 5 seconds, the copying will start.	COPYING
	COPYING P.01
	COPYING P.02

- Helpful Hints**
1. When you want to make a copy, make sure the text or image on the original document is not too close to the edge. Your fax machine cannot read anything closer than 4 mm (1/8 inch) from the edge.
 2. You can select the resolution to be either SUPERFINE or PHOTO. Change the resolution to one you like. If you do not set the resolution, the fax machine automatically makes a copy in the SUPERFINE setting. For example, if your original is a photo, you may select the PHOTO resolution. (To get the PHOTO resolution, press the Resolution key repeatedly until both lights are lit.) You can also set the resolution page by page using the 1. TEMP. SETTINGS function. (See page 6-13.)
 3. Do not pull on the paper while copying is in progress. This may ruin the copied image.

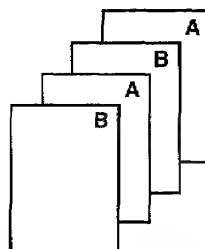
HOW TO USE COPY FUNCTIONS

Making Multiple Copies

There are two ways to make multiple copies on your fax machine. The first is the stacking method, this will make n copies of page one, n copies of page two and so on. These will all be stacked on top of each other. The second method is the sorting or collating method. This is where the fax machine scans the entire document and then makes 1 copy of page 1, 2, 3, 4 in order. Then makes a second copy of 1, 2, 3, 4 until a total of n copies has been made.



(Stacking)



(Sorting)

KEYS TO BE PRESSED

1. Insert the documents face down into the feeder.
2. Press **COPY**.
3. Enter two digits for the number of copies you want using the number keys (Max. 30 copies).
Example: **05**.
4. Press **COPY** or just wait 5 seconds.
5. Press **←** (left arrow) or **→** (right arrow) to select the stacking or sorting method.
Example: **STACK**.
6. Press **COPY** to begin copying.

STATUS OF LCD DISPLAY

09/12/1993 15:25

FAX: NO. & START

COPY: PRESS COPY

NO. OF COPIES: 01

ENTER & COPY KEY

NO. OF COPIES: 05

MULTI COPY: STACK

SELECT < > & COPY

MULTI COPY: STACK

COPY STACK P. 01

FOR YOUR INFORMATION

What To Do When You Get a "MEMORY FULL" Message while Making Copies

If you are using the stacking method, press **STOP**. If you are using the sorting method, press **COPY** to copy the portion that is in the memory, or press **STOP** to cancel.

10. POLLING

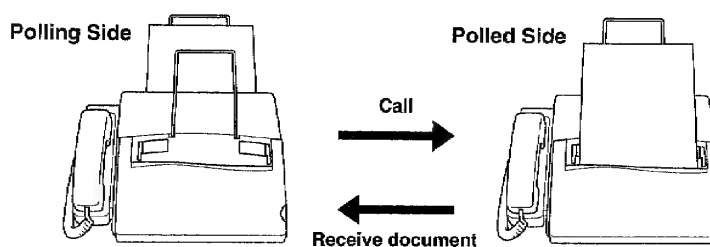
FOR YOUR INFORMATION

What Is Polling?

Polling is the process of **retrieving** faxes from another fax machine. You may use your machine to "poll" other machines, or you may ask someone to poll your machine. The party who polls pays for the cost of the call.

How Does It Work?

First two parties set up their fax machines so that they can accommodate polling. Then one party leaves documents in the fax machine so that the other party can call up and have the documents sent.

**When to Use Polling?**

Use polling to control the cost of sending a fax.

1. If **you** want to pay for the cost of the call: Send out faxes to other parties as you normally would, and if another party has documents to send you, ask them if you can poll for it.
2. If you want **others** to pay for the cost of the call: Ask them to poll your fax machine for documents they want, and if they want to send you documents, tell them you do not wish to poll their machine for it, (if they ask).

* There are some fax machine that will not respond to this function.

Helpful Hints Using Polling Effectively (Examples)

Problem No. 1: You want another party to send you a long fax, but they do not want to pay for the call.

Solution: Ask them to leave the document in their fax machine so you can poll for it.

Problem No. 2: Sales representatives have difficulty sending in faxes to the head office's fax machine because it is busy so much of the time.

Solution: Head office can poll the sales representatives' fax machine.

Problem No. 3: Because of the time or location, it is cheaper for someone else to call you than it is for you to make the call.

Solution: Ask the other party to poll for the documents and offer to pay for the call at their lower rate.

Polling Another Fax Machine

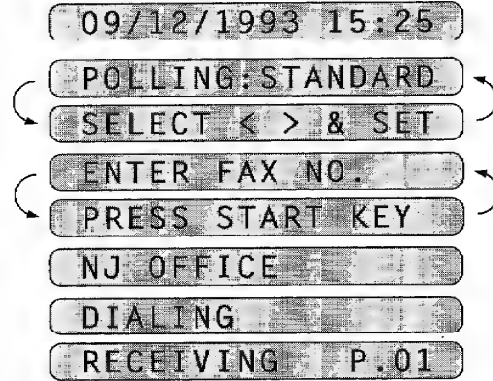
Once you have set up polling, as described below, and the other party has set their fax machine to "POLLED WAITING", you can automatically receive their documents.

KEYS TO BE PRESSED

Make sure no documents in the feeder.

1. Press **POLLING**.
2. Press **SET**.
3. Enter the fax number.
4. Press **START**.

STATUS OF LCD DISPLAY



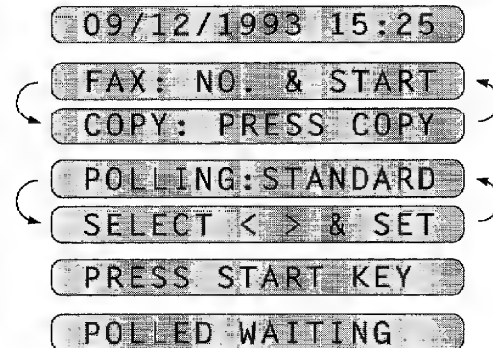
Setting up for Polled Waiting

When a call comes in to retrieve documents you have placed in the fax machine for polled waiting, and your machine starts to send the documents. Your fax machine prints out a polled report when the transmission is completed.

KEYS TO BE PRESSED

1. Insert the documents into the feeder.
2. Press **POLLING**.
3. Press **SET**.
4. Press **START** and wait for the polling call to come in.

STATUS OF LCD DISPLAY



Secure Polling

Secure Polling is a way to keep your documents and others' from falling into the wrong hands while the fax machines are set up for polling. You can use Secure Polling only with another Brother fax machine. With the other party, you should use the same four digit ID number.

Polling Another Fax Machine with Secure Code

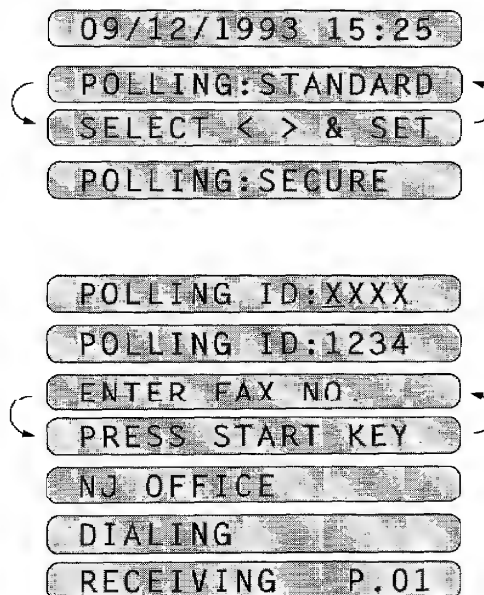
You can poll another fax machine that has Secure Polling by following the steps below: You need to make sure you are using the same ID number as the other party.

KEYS TO BE PRESSED

Make sure no documents in the feeder.

1. Press **POLLING**.
2. Press **←** (left arrow) or **→** (right arrow) to find the **POLLING SECURE** setting.
3. Press **SET**.
4. Enter a four digit code.
Example: **1234**.
5. Enter the fax number.
6. Press **START**.

STATUS OF LCD DISPLAY



Setting up for Polled Waiting with Secure Polling

When someone polls for your documents, you can secure them by using the Secure Polling feature.

KEYS TO BE PRESSED	STATUS OF LCD DISPLAY
1. Insert the documents into the feeder.	09/12/1993 15:25
2. Press POLLING .	FAX: NO. & START
	COPY: PRESS COPY
3. Press ← (left arrow) or → (right arrow) to find the POLLING SECURE setting.	POLLING: STANDARD
	SELECT < > & SET
4. Press SET .	POLLING: SECURE
5. Enter a four digit code. Example: 1234.	POLLING ID: XXXX
	POLLING ID: 1234
	PRESS START KEY
6. Press START and wait for the polling call to come in.	POLLED WAITING

Delayed Polling

After you select STANDARD or SECURE, press **SET**, then press **TIMER/INT** and use the number keys to enter the time at which you want polling to take place.

Setting up for Polled Waiting with Quick-Scan

Before pressing **START**, press **QUICKSCAN** so that you can store your polled waiting document in the memory.

Helpful Hints

Once you setup the polled waiting documents in the memory, this document will not be erased after polled until you erase it from memory. To erase this documents, please use the Cancel Job (see page 6-11).

11. PRINTING OUT REPORTS AND LISTS

You can print out the following lists and reports under function item 3. PRINT REPORTS.

Level one function	Level two function	Explanation of Options	Page
3. PRINT REPORTS	1. ACT. REPORT	The Activity Report lets you know whether transmissions and incoming faxes were received.	11-3
	2. ALL DIAL	This is a list of the names and numbers which are stored in One-Touch and Speed-Dial memory. Printed in One-Touch and Speed-Dial number order.	11-2
	3. TEL. INDEX	The same as the All Dial list but printed in alphabetical order.	—
	4. COVERPAGE	This allows you to check the Cover Page format.	6-14
	5. CALL BACK MSG	Used to check the Call Back message format.	6-18
	6. USER OPTIONS	The settings for FUNCTION 3-7 and 5 to 8 (Cover Page, Tone/Pulse, Ring Delay, etc.) are printed here.	—
	7. XMIT REPORT	You can set up whether the transmission verification report will be printed after all sending fax, or not. ON/OFF	11-4
	8. MEMORY STATUS	The remaining amount of memory and the number of received voice messages and documents are printed here.	8-20

Other Reports

The following reports are printed out automatically, for your information.

Power Failure Report	Delayed Sending Report
Polled Report	Anti-Curl System (ASC) Check Sheet
Broadcast Report	

- Helpful Hints**
- If you don't need ACS check sheet, press ← (left arrow) and → (right arrow) simultaneously.
 - If you press ← (left arrow) and → (right arrow) again ACS check sheet will be printed out automatically.

PRINTING OUT REPORTS AND LISTS

All of reports and lists can printout as below.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **3**.
3. Press the number of the level two function you wish to print.
Example: **1.ACT.REPORT**.
4. Press **START**.

STATUS OF LCD DISPLAY

09/12/1993 15:25

1. TEMP. SETTINGS

3. PRINT REPORTS

1. ACT. REPORT

PRESS START KEY

PRINTING

Printing the ALL DIAL List

You can print out a list of all One-Touch numbers and Speed-Dial numbers. Group numbers will be listed under One-Touch numbers.

ALL DIAL LIST				
			TIME: 09/12/1993 15:25 NAME: BROTHER FAX : 4155554444 TEL : 4155554445	
 ONE-TOUCH DIAL				
NUMBER	FAX/TEL NUMBER		DESTINATION	GROUP
*01	*** GROUP 1 ***		ALL BROTHER	
*02	234-5678	TEL	ABC COMPANY	G1
*03	334-5566	FAX	HEAD OFFICE	
*20				
 SPEED-DIAL				
NUMBER	FAX/TEL NUMBER		DESTINATION	GROUP
#01	5892786	F/T	PTWMJG M.	
#02 @	1234567		W. COMPANY	
#03	03-256-1121	FAX	OSAKA OFFICE	G1
#04				
#05	5555151	TEL	MANCHESTER	G1
#39				
#40				
@: CHAIN				

Activity Report Interval

An activity report can be printed at certain intervals that you specify. You have a choice of setting the journal period to "OFF", "6 hours", "12 hours", "24 hours", "2 days", "4 days", or "7 days". The activity report will provide a list of all outgoing and incoming faxes (up to 30) during the period. The initial setting is "OFF". If you wish to print out the activity report manually, please take the same way as others. (See page 11-2.)

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **7**.
3. Press **3**.
4. Press **←** (left arrow) or **→** (right arrow) to choose the setting.
Example: 12HOURS.
If You select seven days, you should choose the base day of the week.
5. Press **SET**.
6. Enter the time to print out in 24-hour format using the number keys.
Example: 19:45 (7:45 P.M.).
7. Wait for two seconds.
8. Press **STOP** to exit.

STATUS OF LCD DISPLAY

09/12/1993 15:25

1. TEMP. SETTINGS

7. SETUP SYSTEM

3. INTERVAL

ACT. RPT.: OFF

SELECT < > & SET

EVERY 12 HOURS

START AT: 00:00

START AT: 19:45

3. INTERVAL

ACTIVITY REPORT

TIME: 09/12/1993 19:45

NAME: BROTHER

FAX : 4155554444

TEL : 4155554445

DATE	TIME	FAX NO./NAME	DURATION	PAGE(S)	RESULT	COMMENT
09/12	10:00	BROTHER BOSTON	04:23	20 CV CA	OK	TX
09/12	10:10	NJ OFFICE	00	00	BJSY	TX
09/12	15:53	BROTHER BOSTON	48	01 CV CA	OK	TX ECM

CV : COVERPAGE

CA : CALL BACK MSG

POL : POLLING

RET : RETRIEVAL

PRINTING OUT REPORTS AND LISTS

If you wish to print out the activity report manually, please take the same way as others. (See page 11-2.)

Transmission Verification (Xmit) Report

Set the Transmission Verification Report to ON or OFF. The initial setting is OFF.

OFF: Report will be printed if the errors occur.

ON: Report will be printed every time a fax is sent completely or an error occurs.

KEYS TO BE PRESSED

1. Press **FUNCTION**.
2. Press **3**.
3. Press **7**.
4. Press **←** (left arrow) or **→** (right arrow) to choose the setting.
Example: ON.
5. Press **SET**.
6. Press **STOP** to exit.

STATUS OF LCD DISPLAY

09/12/1993 15:25

1. TEMP. SETTINGS

3. PRINT REPORTS

7. XMIT REPORT

XMIT REPORT: OFF

SELECT < > & SET

XMIT REPORT: ON

7. XMIT REPORT

TRANSMISSION VERIFICATION REPORT

TIME: 09/12/1993 15:25

NAME: BROTHER

FAX : 4155554445

TEL : 4155554444

DATE, TIME	09/12 15:24
FAX NO./NAME	NJ OFFICE
DURATION	00:00:45
PAGE(S)	01
	COVERPAGE
RESULT	OK
MODE	STANDARD
	ECM

12. REGULAR MAINTENANCE AND TROUBLESHOOTING

Regular Maintenance

You can keep your fax machine in optimum condition by cleaning it on a regular basis. Avoid using thinners or other organic solvents to clean the machine and do not use any water.

Follow the five steps below:

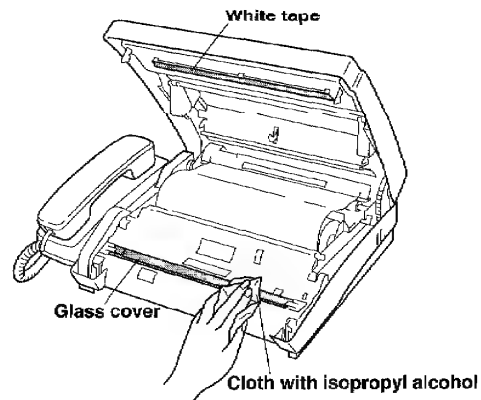
1. Unplug the telephone line and then the power cord.
When you reconnect these lines later, make sure to connect the power cord first, then the telephone line.

2. Remove the paper roll.

3. Wipe any dirt off the machine using a slightly damp cloth.

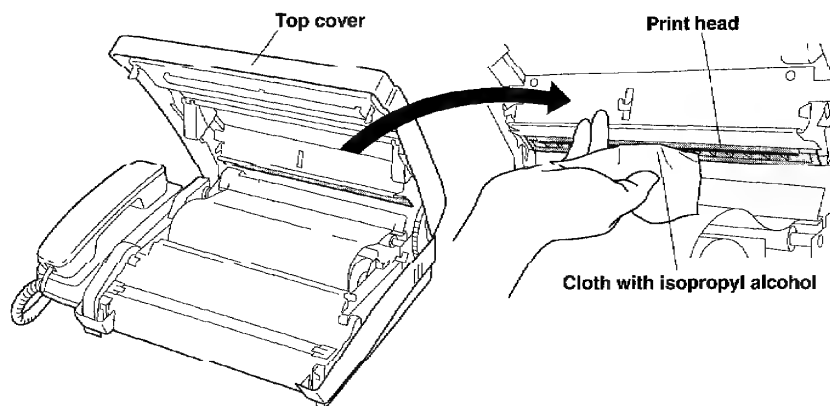
4. Clean the scanner.

Moisten a small piece of soft, lint-free cloth with isopropyl alcohol and carefully remove any dirt from the glass cover and from the white tape of the scanner.



5. Clean the printer.

Moisten a small piece of soft, lint-free cloth with isopropyl alcohol and keep wiping the edge of the print head until all dirt is removed.



Helpful Hints It is a good idea to follow these five simple steps everytime you change the paper.

REGULAR MAINTENANCE AND TROUBLESHOOTING

Paper Jams

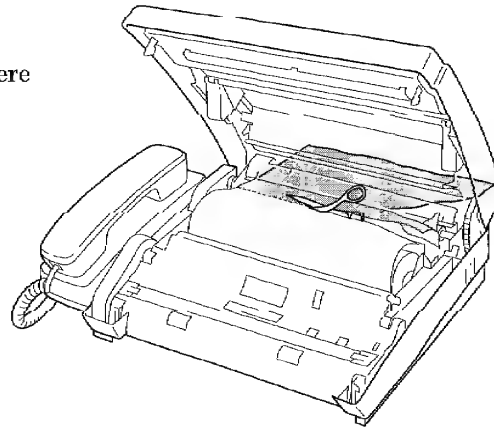
Your fax machine will sound an alarm if the documents jam while going through the feeder or if the fax paper becomes stuck. The display will show "DOCUMENT JAM", "CUTTER JAM" or "PRINTER JAM."

Fixing a Document Jam

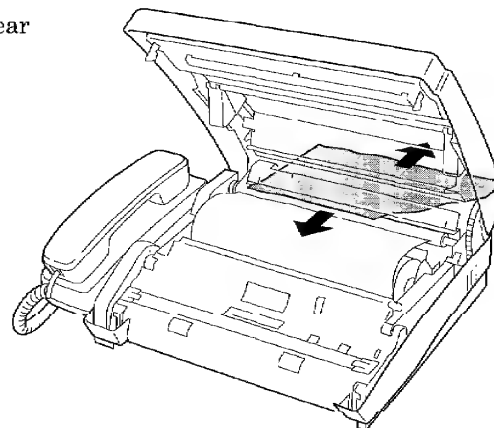
1. Open the top cover and remove the documents.
2. Close the top cover, and check to make sure the fax paper is in place.

Fixing a Cutter Jam or Printer Jam

1. Unplug the power cord of the fax machine and open the top cover.
2. Use a pair of scissors to cut the paper where the wrinkles start.



3. Pull the wrinkled paper out from front or rear sides.
4. Plug in the fax machine.



5. Re-insert the fax paper and close the top cover.

Troubleshooting

You may occasionally encounter a problem with your fax machine or telephone line. If this happens, your fax machine often identifies the problem and displays an error message. Refer to the following list when you see an error message on the display. If additional help is needed, please contact our 1-800-284-4FAX for service.

Error Messages

COMM.ERROR and PRESS STOP KEY

You encountered a communications error that resulted from a poor quality phone line. Try the call again.

CONNECTION FAIL and PRESS STOP KEY

You may request Polling function to other party even if remote station does not polled waiting.

COVER OPEN

The top cover is not completely closed. Push it down until you hear a "click."

CUTTER JAM

The fax paper is jammed in the cutter. Remove the jammed paper. (See page 12-2.) Then re-insert the fax paper. (See page 1-2.)

DISCONNECTED and PRESS STOP KEY

The telephone line was disconnected by other party during the communication. Try calling the other party to see what happened.

DOCUMENT JAM

The documents were not inserted properly, the documents were not fed properly, or documents were too long. Open the top cover and remove the documents. Close the cover and re-insert the documents and adjust the guides on either side of the document, and try sending the fax again.

ID MISMATCH and PRESS STOP KEY

You may have the wrong ID for secure polling function. Try calling the other party to meet the ID.

MACHINE ERROR XX and PRESS STOP KEY

Contact 1-800-284-4FAX for service center.

NO RESPONSE/BUSY and PRESS STOP KEY

The number you called does not answer or is busy. You may also have reached a number that is not connected to a fax. Check the number and try again.

NOT REGISTERED

The One-Touch key or Speed-Dial number has no number assigned to it. You need to register a phone number. (See page 4-4, 6.)

PAPER ROLL EMPTY

The paper roll is empty. You need to replace it. (see page 1-2.)

PAPER SET ERROR

The paper roll is not setting correctly. Try re-inserting it.

REGULAR MAINTENANCE AND TROUBLESHOOTING

PRINTER FAULT

The recording head has overheated. Then unplug the power cord and wait for 30 minutes.

PRINTER JAM

The fax paper is jammed in the printer. Remove the jammed paper. (See page 12-2.) Then re-insert the fax paper. (See page 1-2.)

SCANNER ERROR

The scanner is dirty. (See page 12-1.)

Other Problems

When Dialing Doesn't Work...

You may have the wrong dialing mode. Change the TONE/PULSE setting. (See page 4-1.) You may also want to check all the telephone line connections, such as to the handset and to the wall jack. Check also that the power cord is connected. Check by pressing **HOOK** to see if dial tone is heard. (See page 1-3.)

Poor Printing Quality

Someone may complain that fax as they have received from you are faded. Your resolution setting may be inappropriate. Try the FINE or SUPERFINE settings and try to call again. Also, it is possible that your scanner is dirty. So, you should clean it. (See page 12-1.)

Vertical Streaks

You may get faxes with vertical streaks. The recording head on your machine may be dirty, or the sender's scanner may be dirty. Try cleaning the recording head. (See page 12-1.)

Horizontal Streaks

You may get a fax with horizontal streaks or with missing lines. This normally results from a poor telephone connection. Ask the other party to send the fax again.

13. IMPORTANT INFORMATION

Standard Telephone and FCC Notices (Only applies to 120V model)

These notices are in effect on models sold and used in U.S.A.

This equipment is hearing-aid compatible.

When programming emergency numbers and/or making test calls to emergency numbers:

- Remain on the line and briefly explain to the dispatcher the reason for the call before hanging up.
- Perform such activities in the off-peak hours, such as early morning or late evening.

This equipment complies with Part 68 of FCC Rules. On the rear panel of this equipment is a label that contains, among other information, the FCC Registration Number and Ringer equivalence Number (REN) for this equipment. You must, upon request, provide this information to your telephone company.

You may safely connect this equipment to the telephone network by means of standard modular jack, USOC RJ11C.

The REN is useful to determine the quantity of devices you may connect to your telephone line and still have those devices ring when your telephone number is called. In most, but not all areas, the sum of the RENs of all devices connected to one line should not exceed five (5). To be certain of the number of devices you may connect to your line, as determined by the REN, you should contact your local telephone company to determine the maximum REN for your calling area.

If your IntelliFAX740M/780MC causes harm to the telephone network, the telephone company may discontinue your service temporarily. If possible, they will notify you in advance. But in advanced notice is not practical, you will be notified as soon as possible. You will be informed of your right to file a complaint with the FCC.

Your telephone company may make changes in its facilities, equipment, operations or procedures that could affect the proper functioning of your equipment. If they do, you will be notified in advance to give you an opportunity to maintain uninterrupted telephone service.

If you experience trouble with this IntelliFAX740M/780MC, please contact the manufacture's authorized service agency for information on obtaining service or repair. The telephone company may ask that you disconnect this equipment from the network until the problem has been corrected or until you are sure that the equipment is not malfunctioning.

If you are not able to solve a problem with your fax machine, contact Brother service personnel at 1-800-284-4FAX (U.S.A. Only).

Warning

For protection against the risk of electrical shock, always disconnect all cables from the wall outlet before servicing, modifying or installing the equipment.

This equipment may not be used on coin service provided by the telephone company nor connected to party lines.

IMPORTANT INFORMATION

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Re-orient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Brother cannot accept any financial or other responsibilities that may be the result of your use of this information, including direct, special or consequential damages. There are no warranties extended or granted by this document.

This serial number may be found on the label affixed to the back of the unit. For your convenience, note the number below and retain this owner's manual to serve as a permanent record of your purchase, in the event of a theft or fire, or for future reference.

MODEL NO. IntelliFAX740M/780MC SERIAL NO. _____
NAME OF DEALER _____
DATE OF PURCHASE _____

ATTENTION:

The product that you have purchased contains a rechargeable battery. The battery is recyclable. At the end of its useful life, under various state and local laws, it may be illegal to dispose of this battery into the municipal waste stream. Check with your local solid waste officials for details in your area for recycling options or proper disposal. If you have any problem, contact Brother service personnel at 1-800-284-4 FAX.

Important Safety Instructions

1. Read all of these instructions
2. Save them for later reference.
3. Follow all warnings and instructions marked on the product.
4. Unplug this product from the wall outlet before cleaning. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.
5. Do not use this product near water.
6. Do not place this product on an unsuitable cart, stand, or table. The product may fall, causing serious damage to the product.
7. Slots and openings in the cabinet and the back or bottom are provided of ventilation; to ensure reliable operation of the product and to protect it from overheating, these openings must not be blocked or covered. The openings should never be blocked by placing the product on a bed, sofa, rug, or other similar surface. This product should never be placed near or over a radiator or heat register. This product should not be placed in a built-in installation unless proper ventilation is provided.
8. This products should be operated from the type of power source indicated on the marking label. If you are not sure of the type of power available, consult your dealer or local power company.
9. This product is equipped with a 3-wire grounding type plug, a plug having a third (grounding) pin. This plug will only fit into a grounding-type power outlet. This is a safety feature. If you are unable to insert the plug into the outlet, contact your electrician to replace your obsolete outlet. Do not defeat the purpose of the grounding-type plug.
10. Do not allow anything to rest on the power cord. Do not locate this product where persons will walk on the cord.
11. If an extension cord is use with this product, make sure that the total of the ampere ratings on the products plugged into the extension cord do not exceed the extension cord ampere rating. Also, make sure that the total of all products plugged into the wall outlet does not exceed 15 amperes (U.S.A. only).
12. Never push objects of any kind into this product through cabinet slots as they may touch dangerous voltage points or short out parts that could result in a risk of fire or electric shock. Never spill liquid of any kind on the product.
13. Do not attempt to service this product yourself, as opening or removing covers may expose you to dangerous voltage points or other risks. Refers all servicing to service personal at 1-800-284-4FAX.
14. Unplug this product from the wall outlet and refer servicing to qualified service personnel under the following conditions:
 - A. When the power cord or plug is damaged or frayed.
 - B. If liquid has been spilled into the product.
 - C. If the product has been exposed to rain or water.
 - D. If the product does not operate normally when the operating instructions are followed. Adjust only those controls that are covered by the operating instructions since improper adjustment of other controls may result in damage and will often require extensive work by a qualified technician to restore the product to normal operation.
 - E. If the product has been dropped or the cabinet has been damaged.
 - F. If the product exhibits a distinct change in performance, indicating a need for service.

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15. SPECIFICATIONS

Type	Desktop facsimile transceiver
Compatibility	CCITT Group 3
Coding System	Modified Huffman (MH)
Modem Speed	9600/7200/4800/2400; Automatic Fallback
Document input width	148 mm to 216 mm (5.8 inches to 8.5 inches)
Scanning/Printing width	208 mm (8.2 inches)
Paper roll size	216 mm (8.5 inches) 50 m (164 feet) with standard thermal paper 30 m (98 feet) with Therma PLUS paper
Printer type	Line thermal
Gray scale	32/16 levels
Paper cutter	Automatic
Display	LCD, 16 characters
Polling types	Standard, Secure, Delay
Contrast control	Automatic/Super Light/Super Dark (manual setting)
Resolution	<ul style="list-style-type: none"> • Horizontal 8pels/mm (203 pels/inch) • Vertical Standard 3.85 lines/mm (98 lines/inch) • Fine/Photo (16 level) 7.7 lines/mm (196 lines/inch) • Superfine/Photo (32 level) 15.4 lines/mm (392 lines/inch)
One-Touch dial	20 stations
Speed-Dial	40 stations
Memory	50 pages in case of fax only (Only for Fax-780MC) 10 pages (Only for Fax-740M)
Automatic redial	3 times at 5 minute intervals
Speaker type	Monitor
Auto answer	0, 1, 2, 3 or 4 rings
Communication source	Public switched telephone network
Operating environment	41 - 95°F
Power source	120V AC 50/60Hz (U.S.A., Canadian Version Only)
Power consumption	Standby: under 15 watts Peak: under 150 watts
Dimensions	378 x 303 x 125 (mm)/14.9 x 11.9 x 4.9 (inches)
Weight	5.0 kg/11.0 lbs

Specifications are subject to change for improvement without prior notice.

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